

SAFETY COMMITTEE
COMPLIANCE PUNCH LIST
3rd QUARTER
SAINT PAUL – SEPTEMBER 18, 2014

	Assigned to:		Date Completed
1	Bruce Reeve	Repair the electrical box in the corner of the carton warehouse room.	11/12/14
2	Bruce Reeve	Replace the missing eye wash inspection form outside the ink and chemical storage rooms.	11/12/14
3	Bruce Reeve	Keep the used oil drum closed after the used oil is drained into the drum.	11/12/14
4	Bruce Reeve	Replace the burned-out light bulb in the centrifuge room.	11/12/14
5	Nancy Kunkel	Post updated “Emergency Notification Postings” (blue color postings).	9/26/14
6	Bruce Reeve	Obtain a UV lens for the UV press.	
7	Bruce Reeve	Add some reels to hold the compressed air hoses after their use.	Getting Pricing
8	Steve Rosengren	Document daily cleaning of bailer room dust from the electrical conduit, the top of the electrical panel, motors.	11/13/14
9	Bruce Reeve	On the bench grinder keep the tool rest to within 1/8th of an inch of the wheel and adjust the tongue guard to within 1/4th of an inch of the wheel.	11/12/14