

SAFETY COMMITTEE
COMPLIANCE PUNCH LIST
3rd Quarter
St. Paul – September 10, 2015

Assigned to:		Date Completed
Bruce Reeve	In the centrifuge room, keep the drum holding the used solvent closed after adding waste into the drum.	12/9/15
Bruce Reeve	Place a waste label on the drum containing waste ink in the ink room.	12/9/15
Bruce Reeve	Keep at least 3 feet clearance in front of all electrical panels and switches in the bindery area.	12/9/15
Steve Rosengren	Document training for the new employees using the material handling vehicles.	11/23/15
Nancy Kunkel	Place new signs in the areas where employees are required to wear hearing protection.	
Ron Boeckermann Jeff Oman	Remind employees to avoid placing pallets on-edge.	
Bruce Reeve	Replace the worn anti-fatigue mats.	Have mats, need to place them
Grant Bjornberg	Update the MSDS binders with the SDS's.	
Bruce Reeve	Obtain a UV lens for the UV press.	Heidelberg is coming out
Bruce Reeve	Add some reels to hold the compressed air hoses after their use.	Cost on hold