

SAFETY COMMITTEE - COMPLIANCE PUNCH LIST

3rd QUARTER – August 11, 2016

BROOKLYN PARK

| | Assigned To | Assignment | Progress/ Date Completed |
|---|------------------------------|--|--|
| 1 | Julie Robinson/Steve Schwarz | Update the SDS binder for the Pre-media area. The few MSDSs should be updated to the SDSs. | Completed 8/22/16 |
| 2 | Rob Koosmann | Place dock chocks at all trailers at the 6845 building. | Completed 8/23/16 |
| 3 | Steve Schwarz | Keep the waste solvent drum at the 5/40 press completely closed after waste is added into the drum. | Completed. I spoke with the operator at the 540. He will make sure the lid is closed at all times. |
| 4 | Dave Manship | Continue to work on adding barrier tape to prevent a possible tripping hazard with the hoses in the Indigo area. | Completed 8/25/16 |
| 5 | Dan Thieschafer | Complete an equipment specific lockout procedure for the laminators and new poly wrapper. | Still working on |
| 6 | Dan Thieschafer | Securely store the fire extinguishers at the 6/40 press and at the laminators. | Completed 11/9/16 |