

# SAFETY COMMITTEE - COMPLIANCE PUNCH LIST

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4<sup>th</sup> QUARTER – December 11, 2019

ST. PAUL

	Assigned To	Assignment	Progress/ Date Completed
1	Ed Holub	Document weekly cleaning of the bailer area.	6/10/20
2	Tom Wall	Remove the older MSDSs from the SDS binders.	In progress
3	Tom Wall	Consider group training for new material handling vehicle operators rather than using one computer.	6/9/20
4		Review action to be taken in case of a severe weather emergency during the night shift.	2/4/20
5	Tom Wall	Provide some lift training at the bundlers.	3/1/30
6	Bruce Reeve	Replace the burned-out light bulb in the chemical storage and clean-up the spilled solvent in the centrifuge room.	open
7	Tom Wall	Remind employees working in the production area that hearing protection must be worn.	6/9/20
8	Bruce Reeve	Replace the dock plate at dock door 2.	2/4/20
9	Tom Wall	Place the guards down on the perfect binder.	2/17/20