

SAFETY COMMITTEE - COMPLIANCE PUNCH LIST

4th QUARTER – November 10, 2021

BROOKLYN PARK

	Assigned To	Assignment	Progress/ Date Completed
1	All Managers	Update the SDS binders and sign at the bottom of the index page in each binder. Press (Jim Hesch) Maintenance (Dan Thieschafer) Bindery (Paul Leiviska) Premedia (Michelle Motschke) Mailing (Kevin Anderson) Digital (Dave Manship) Variable Web (Dave Manship)	Done Done Open Done Open Done Open
2	Dan Thieschafer	Continue to document the monthly inspections of the fire extinguishers.	2/4/22
3	Dan Thieschafer	Complete the lockout procedure for the Bobst Blanker.	
4	Jim Hesch	Keep the clips closed on the waste drums of solvent and oil after adding waste into those drums.	12/16/21