

MSA FACILITIES SAFETY AND HEALTH INSPECTION PROGRAM

Material Handling



Approved for Public Release;
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Material Handling

At the completion of this unit you shall be able to:

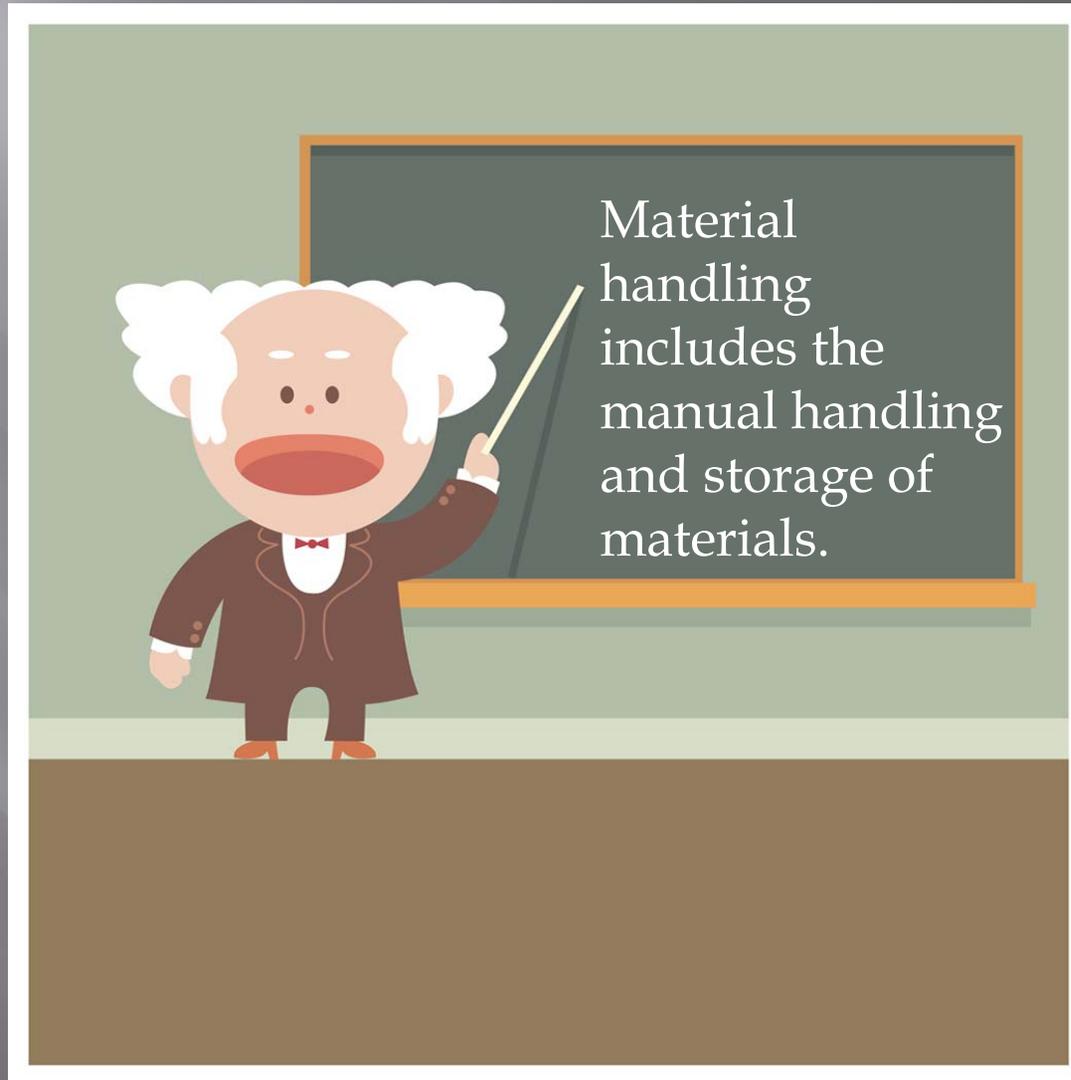
1. Utilize section U of the Safety and Health Hazard Inspection Program Checklist to identify compliant and non-compliant safety behaviors.
2. Identify areas of concern requiring immediate action to mitigate or prevent a possible injury.

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- Section U of the checklist contains 3 to 4 items that you will need to look at.
- Let's take a closer look at section U.

MSA GENERAL INDUSTRY-BASED SAFETY AND HEALTH
HAZARD INSPECTION CHECKLIST

No.	Inspection Observations	Compliant?	See Comments (indicate with X)
		Y•N•NA	
2	Caution areas are marked with YELLOW or YELLOW/BLACK striping.		
3	Accident prevention signs and tags are posted where necessary, and of the correct type and color.		
4	Other.		
S	MEDICAL and FIRST AID		
1	First aid kits are in place, sealed and properly stocked.		
2	Employees are aware of the process to summon help.		
3	Automated External Defibrillator (AED) has received its monthly check.		
4	Safety showers/eyewash stations are provided in areas where severely irritating materials are used.		
5	Self contained eyewashes are sealed and within their expiration limits.		
6	Plumbed safety showers/eyewash stations are tested and inspected as required.		
7	Other.		
T	AIR RECEIVERS		
1	Air receivers and pressure relief valves have an established inspection schedule.		
2	Other.		
U	MATERIAL HANDLING		
1	Sufficient clearance is maintained through doorways and aisles for material handling equipment passage.		
2	Material is stored in a stable and secure manner.		
3	Storage areas are free from tripping and fire hazards.		
4	Other.		
V	MACHINE and MACHINE GUARDING (including exercise equipment)		
1	Guards are securely installed and in place on reciprocating, rotating, and transverse motion parts of equipment.		
2	Fixed machines are anchored to prevent movement.		
3	Saws and cutting blades are properly guarded and have anti-kickback devices.		
4	Power controls are protected from accidental contact, and are within easy reach of the operator.		
5	Fan blades are guarded with material designed to prevent an exposure opening of greater than 1/2 inch.		
6	Other.		
W	ABRASIVE WHEEL MACHINERY		
1	Flanges are in good condition and are of the correct size for wheel mounting.		
2	Safety guards are of the proper size and mounted to maintain proper alignment with the wheel.		

Material Handling

1. Sufficient clearance is maintained through doorways and aisles for material handling equipment passage.
2. Material is stored in a stable and secure manner.
3. Storage areas are free from tripping and fire hazards.
4. Other.

Material Handling

1. Sufficient clearance is maintained through doorways and aisles for material handling equipment passage.
- The first item is addressed to ensure that in those areas where material handling equipment is used, that the equipment is able to travel.
 - When you think of equipment you may picture forklifts, pallet jacks, etc. all of which use in our facilities. But we also use carts and to a limited amount handtrucks which are considered “material handling equipment”.



Material Handling

1. Sufficient clearance is maintained through doorways and aisles for material handling equipment passage.
- A compliant rating on this item would indicate that the aisles were clear enough to allow personnel and equipment to pass without a problem.



Material Handling

1. Sufficient clearance is maintained through doorways and aisles for material handling equipment passage.
- A non compliant rating on this item would indicate that the aisles weren't clear enough to allow personnel and equipment to pass without a problem. It is important to ensure that the building administrator is immediately notified of this.



Material Handling

2. Material is stored in a stable and secure manner.

- This item deals with the stability and safety of the storage area.
- Is the material securely stored such that it will not collapse or damage the bottom materials?



Material Handling

2. Material is stored in a stable and secure manner.
- Or is the material an avalanche waiting to happen?



Material Handling

2. Material is stored in a stable and secure manner.
- ▣ Another issue that you need to look for is storage on top of cabinets and lockers.
 - ▣ We need to ensure that anything stored on top of the cabinet will not cause the cabinet to collapse or could easily fall and hurt someone.
 - ▣ In this example the storage above the neat tools does cause a concern.



Material Handling

2. Material is stored in a stable and secure manner.
- ▣ A compliant rating would indicate that the storage was neat, correct, and stable.



Material Handling

2. Material is stored in a stable and secure manner.

- ▣ A non compliant rating would indicate that the storage was not neat, correct, and/or stable.



Material Handling

3. Storage areas are free from tripping and fire hazards.
- This item is usually covered elsewhere dealing with housekeeping. In a material handling environment there is a high probability of a trip hazard or fire hazard due to poor housekeeping.



Material Handling

3. Storage areas are free from tripping and fire hazards.
- A compliant rating would indicate that the facility met this requirement, that no tripping hazards or fire hazards were present.



Material Handling

3. Storage areas are free from tripping and fire hazards.
- A non compliant rating would indicate that the facility did not meet this requirement, that some tripping hazards and/or fire hazards were present.



Material Handling

- If at any time you have any questions about how to fill out the form or about the items on the form please contact your OS&H group.

MSA GENERAL INDUSTRY-BASED SAFETY AND HEALTH HAZARD INSPECTION CHECKLIST

Facility:	Facility Representative:
Date:	Team Member:
Total Items Reviewed:	Team Member:
Total Non-Compliant Items:	Team Member:

No.	Inspection Observations	Compliant? Y·N·N/A	See Comments (indicate with X)
A	FIRE PROTECTION INSPECTION <i>(All issues must be observed as applicable see note 2)</i>		
1	Emergency Lights - Each unit must be operable when tested.		
2	Portable Fire Extinguishers (PFE) - Each unit is properly mounted, an inspection tag is in place and reflects through previous month, the pressure gauge is in the "green" zone (where applicable).		
3	PFE is not obstructed, is visible, and the seal is not broken.		
4	Sprinkler Clearance - Clearance between the sprinkler deflector and the top of any storage is 18 inches or greater.		
5	Fire Riser Pressure Gauge Inspection - Inspect gauges to verify pressure to the building and pressure held in the fire system. Typically both gauges will have similar pressure readings.		
6	Fire Risers - Access to fire system sprinkler risers and other system components must be unobstructed.		
7	Fire Riser Valve Inspection - Check all seals, position and supervision for broken seals or possible tampering.		
8	Post Indicating Valve Inspection - This valve will be located outside of the facility. It must be verified that the window on the side of the valve reads "OPEN".		
9	Exit Signs - Exit signs with an internal lighting source must be checked to ensure all lamps are functional. - Exit signs that use Tritium must be observed that they have not been damaged, all applicable labels are present, the sign has not expired, and it is not covered with another sign.		
10	Fire Doors - Identify that fire doors operate freely and latch securely upon closure. Fire doors must not be propped open.		
11	Ceiling Tiles - Where automatic sprinklers are installed drop ceiling tiles are in place. Missing tiles slow response of fire suppression sprinklers.		
12	Manual alarm stations are easily identified and readily accessible.		
13	Other.		
B	GENERAL SAFE BEHAVIORS		
1	Employees are taking the necessary safety precautions for the work being performed.		
2	Work is being performed such that collocated employees in the area are not exposed to occupational hazards or unsafe conditions.		

Material Handling

Thank you for your time
and desire to help us have
a safer workplace