



Most Common OSHA Offenses

1. **Unlabeled Containers:** Every container must have a label including the paint that you mix in your shop as well as cleaners used in the detail shop that have been poured into spray bottles. Make sure that gun cleaners and drums are labeled as well.
2. **Right to Know:** Have in writing that every employee has been informed they have the right to know if they are using hazardous products.
3. **Hazard Warnings:** Make sure all protective equipment signs are in place such as Wear Eye Protection, Carbon Monoxide May Be Present etc. You can do your own and you can't have too many.
4. **MSDS:** Make sure your Material Safety Data Sheets are accessible by all employees and are on file for thirty years (and that is not a type-o).
5. **Electrical Panels:** Make sure they are labeled, no knockouts missing and nothing in front of them within three feet.
6. **Overhead Storage:** Make sure ladders are secured, safety barriers are in place and weight limits posted.
7. **Marked Exits:** Enough said.
8. **Fire Extinguishers:** Recharge annually, check monthly, hang on wall and mark with a sign.
9. **Written Respirator Policy:** Have a written policy that states who uses a respirator, what kind, when and how they are stored and care for.
10. **Written Emergency Plan:** It needs to state how the building is evacuated, who alerts, who calls roll and where you meet once you are out of the building.
11. **Written Hazardous Communication Program:** This needs to include the Right to Know Information as well as defining when and how employees are trained.
12. **Fit Test:** A medical evaluation has to be done every five years and a fit test has to be done annually.
13. **Gas Cylinders:** Cylinders need to be stored in a marked and secured area. Make sure all have caps in place and separate empties from full.
14. **Safety Guards:** Make sure all shop equipment has the guards they came with and they are all adjusted properly.
15. **Extension Cords:** Do not use for permanent wiring and make sure they have ground prongs.
16. **Static Ground Straps:** Make sure all metal storage drums have them in place.
17. **Funnel for waste barrel with lid:** All containers including drums must be sealed and labeled.
18. **Accident Log:** All occurrences must be recorded.