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| Category | Finding Description |  | Attachments | Location | Finding Type | Default Action Plan | Days to resolve | Route To: | TAGS2 |
| Documentation and Hazard Communication | Shop Safety training is current for all machine operators. | |  |  |  | If a lab/shop member is not up to date with their trainings, they need to login to UCLC (www.uclc.uci.edu) and complete the Laboratory Safety Fundamentals (LSF) training and Shop Safety Training within 30 Days. Personnel are not allowed to work un-escorted until completion of LSF, Shop Safety training, and provided a machine-specific training. |  |  | P2 |
| Documentation and Hazard Communication | Stop for Safety signs are posted stating the requirement of using personal protective equipment (PPE). | |  |  |  | Part of the shop safety plan is to post signs stating the requirement of using personal protective equipment (PPE) as required by the PPE Assessments. EH&S will provide as a pdf file to this finding. |  | School Coordinator | P2 |
| Documentation and Hazard Communication | Machine operator(s) in shop/lab are provided and are wearing appropriate PPE. (CCR3380) | |  |  |  | Part of the shop safety plan is to provide each worker's appropriate PPE and ensure PPE is worn such as safety glasses or safety goggles when working in an area with machinery.  Make sure everyone entering the laboratory areas wears appropriate attire (close-toe/heel shoes, long pants or equivalent).  Obtain and wear lab coats, gloves, and eye or face protection that are appropriate for the laboratory hazards and activities. Information regarding personal protective equipment (PPE) is available at (<https://www.ehs.uci.edu/research-safety/ppe/lab-ppe.php>). Contact the EH&S-PPE Coordinator for additional information (ehs-ppe@uci.edu, 949-824-6200).  Store PPE away from clean areas or public spaces. Send soiled PPE for laundering. PPE contaminated with extremely hazardous materials are disposed of as hazardous waste. UCOP Policy: (http://policy.ucop.edu/doc/3500597/PersonalProtectiveEquip)  Complete the Respiratory Hazard Evaluation (RHE), medical evaluation, and EH&S respiratory protection training. Refer to the Respiratory Protection Program website: (<https://www.ehs.uci.edu/ih/respiratory-protection.php>) |  |  | P2 |
| Documentation and Hazard Communication | Access is controlled and restricted to unauthorized personnel and has procedures for working alone. | |  |  |  | Part of the shop safety plan is to have a Working Alone Safely (pdf) procedure in place. |  |  | P2 |
| Documentation and Hazard Communication | Machine SOPs or machine operator’s manual(s) available and accessible. | |  |  |  | Compile Standard Operating Procedures for each machine specific to use and hazard identification. If SOPs are not available, operator's manuals for each machine need to be accessible and available. |  |  | P2 |
| Documentation and Hazard Communication | Emergency procedures in place in case of an accident or incident or employee injury. (29CFR1910.38(A)(B)) | |  |  |  | Have your emergency procedure in place identifying evacuation route and evacuation area; Have an emergency procedure in responding and reporting to first aid, incidents and injuries. |  |  | P2 |
| Guarding at Point of Operations and Moving Parts | Point of operation has adjustable or interlock guards in place. (29 CFR 1910.219(f)(3)) | |  |  |  | The equipment does not have guarding in place. Install and use the appropriate guarding to cover moving parts at the point of operation. Here is a link to an appropriate guard:  \*\*link(s)\*\*  You may also contact the manufacturer to obtain guarding parts for the specific machine model that you have.  If guarding is not implemented within 7 days or you opt to decommission the machine, the machine must be tagged and locked out from the power source and labeled as “Out of Service”.  You may purchase appropriate tags and lock devices here:  <https://hdsupplysolutions.com/p/brady-safekey-compact-nylon-padlock-personal-kit-p102123>  <https://hdsupplysolutions.com/p/plug-lockout-2h-x-461w-x-05dia-x-2d-p522798>  <https://hdsupplysolutions.com/p/wall-switch-lockouts-red-package-of-2-p522811>  Verification\* that tagging and locking the equipment is implemented within 7 days. Guarding installation after the 7 days requires verification\* that the equipment guarding was implement before equipment use.  \*Verification can be completed with photos and submitted through Inspect Tool report or schedule on-site visit with your inspector for non-labs or you School Coordinator for labs |  |  | P1 |
| Guarding at Point of Operations and Moving Parts | Adjustable shields in place to prevent splashes and flying chips when operating machine. | |  |  |  | The equipment does not have a shield or chip/chuck guard in place. Install and use the appropriate guarding to cover moving parts at the point of operation. Here is a link to an appropriate guard:  \*\*link(s)\*\*  You may also contact the manufacturer to obtain guarding parts for the specific machine model that you have.  If guarding is not implemented within 7 days or you opt to decommission the machine, the machine must be tagged and locked out from the power source and labeled as “Out of Service”.  You may purchase appropriate tags and lock devices here:  <https://hdsupplysolutions.com/p/brady-safekey-compact-nylon-padlock-personal-kit-p102123>  <https://hdsupplysolutions.com/p/plug-lockout-2h-x-461w-x-05dia-x-2d-p522798>  <https://hdsupplysolutions.com/p/wall-switch-lockouts-red-package-of-2-p522811>  Verification\* that tagging and locking the equipment is implemented within 7 days. Guarding installation after the 7 days requires verification\* that the equipment guarding was implement before equipment use. |  |  | P1 |
| Guarding at Point of Operations and Moving Parts | Wheels, bits, blades, discs and belts are free from defects such as bends, tears, missing teeth, or lacking tension. | |  |  |  | Replace and properly install wheels/blades/bits/discs/belts. Contact the manufacturer for compatible parts.  If part replacement is not implemented within 7 days or you opt to decommission the machine, the machine must be tagged and locked out from the power source and labeled as “Out of Service”.  You may purchase appropriate tags and lock devices here:  <https://hdsupplysolutions.com/p/brady-safekey-compact-nylon-padlock-personal-kit-p102123>  <https://hdsupplysolutions.com/p/plug-lockout-2h-x-461w-x-05dia-x-2d-p522798>  <https://hdsupplysolutions.com/p/wall-switch-lockouts-red-package-of-2-p522811>  Verification\* that tagging and locking the equipment is implemented within 7 days. Proper part installation after the 7 days requires verification\* that the equipment guarding was implement before equipment use. |  |  | P1 |
| Guarding at Point of Operations and Moving Parts | Belts, chains, lead screws, rollers and wheels away from the point of operation are covered and contained. (29 CFR 1910.219(f)(3)) | |  |  |  | The equipment does not have a cover in place. Install and use the appropriate guarding to cover moving parts at the point of operation. Here is a link to an appropriate guard:  \*\*link(s)\*\*  You may also contact the manufacturer to obtain guarding parts for the specific machine model that you have.  If guarding is not implemented within 7 days or you opt to decommission the machine, the machine must be tagged and locked out from the power source and labeled as “Out of Service”.  You may purchase appropriate tags and lock devices here:  <https://hdsupplysolutions.com/p/brady-safekey-compact-nylon-padlock-personal-kit-p102123>  <https://hdsupplysolutions.com/p/plug-lockout-2h-x-461w-x-05dia-x-2d-p522798>  <https://hdsupplysolutions.com/p/wall-switch-lockouts-red-package-of-2-p522811>  Verification\* that tagging and locking the equipment is implemented within 7 days. Guarding installation after the 7 days requires verification\* that the equipment guarding was implement before equipment use.  \*Verification can be completed with photos and submitted through Inspect Tool report or schedule on-site visit with your inspector for non-labs or you School Coordinator for labs |  |  | P1 |
| Guarding at Point of Operations and Moving Parts | Tool rest (for grinders and sanders) is properly in place to secure work piece. | |  |  |  | Adjust tool rest (and/or replace the wheel) to ensure gap is no more than 1/8” or 2mm from the wheel. |  |  | P1 |
| Guarding at Point of Operations and Moving Parts | Vice or clamp is in use to secure work piece. | |  |  |  | Secure work piece or bits with a vice or clamps before operations. If vice is missing, install a vice compatible to the machine. |  |  | P1 |
| Guarding at Point of Operations and Moving Parts | Barriers, fences or other enclosures are in adjustable and secure. | |  |  |  | Install barriers, fences and other enclosures that are secured and would allow for maintenance. |  |  | P2 |
| Guarding at Point of Operations and Moving Parts | Auto-retraction or auto-return to upright is features working properly. | |  |  |  | The equipment has inoperable auto-retraction or auto-return system. You may contact the manufacturer to have the machine serviced and replace parts.  If auto-retraction is still not functional within 7 days or you opt to decommission the machine, the machine must be tagged and locked out from the power source and labeled as “Out of Service”.  You may purchase appropriate tags and lock devices here:  <https://hdsupplysolutions.com/p/brady-safekey-compact-nylon-padlock-personal-kit-p102123>  <https://hdsupplysolutions.com/p/plug-lockout-2h-x-461w-x-05dia-x-2d-p522798>  <https://hdsupplysolutions.com/p/wall-switch-lockouts-red-package-of-2-p522811>  Verification\* that tagging and locking the equipment is implemented within 7 days. Auto-retraction installation or repair after the 7 days requires verification\* that the equipment guarding was implement before equipment use.  \*Verification can be completed with photos and submitted through Inspect Tool report or schedule on-site visit with your inspector for non-labs or you School Coordinator for labs |  |  | P1 |
| Power Control and Supply | Power presses and woodworking machines are equipped with anti-restart devices to prevent automatic or unintentional restarting of the machine upon power restoration of power. | |  |  |  | Install an anti-restart devices on the machines to prevent automatic or unintentional restarting of the machine.  <https://safetygatestore.com/professional/> (Maximum inductive motor load: 1/2 HP 7.2 Amp)  <https://www.strongholdsafety.com/products/electrical-safeguarding/anti-restart-motor-control-120v-1ph-20a-nr-wpb.html> (Maximum inductive motor load: 1 HP 20Amp)  <https://protechsystems.com/product/safe-start-part-50-5211/> (Maximum inductive motor load: 3/4 HP 15Amp)  If anti-restart devices not implemented within 30 days or you opt to decommission the machine, the machine must be tagged and locked out from the power source and labeled as “Out of Service”. You may purchase appropriate tags and lock devices here: <https://hdsupplysolutions.com/p/brady-safekey-compact-nylon-padlock-personal-kit-p102123> <https://hdsupplysolutions.com/p/plug-lockout-2h-x-461w-x-05dia-x-2d-p522798>  <https://hdsupplysolutions.com/p/wall-switch-lockouts-red-package-of-2-p522811>  Verification\* that tagging and locking the equipment is implemented within 30 days. Anti-restart installation after the 30 days requires verification\* that the equipment guarding was implement before equipment use.  \*Verification can be completed with photos and submitted through Inspect Tool report or schedule on-site visit with your inspector for non-labs or you School Coordinator for labs |  |  |  |
| Power Control and Supply | E-stop is in place and properly working and is accessible with single action hand switch or foot switch. | |  |  |  | Install a Start-Stop, or emergency buttons (e-stop) on the machines within the operator's reach.  <https://www.strongholdsafety.com/products/electrical-safeguarding/anti-restart-motor-control-120v-1ph-15a-nr-wpb.html>  <https://protechsystems.com/product/safe-start-part-50-5211/>  If e-stop is not implemented within 30 days or you opt to decommission the machine, the machine must be tagged and locked out from the power source and labeled as “Out of Service”. You may purchase appropriate tags and lock devices here: <https://hdsupplysolutions.com/p/brady-safekey-compact-nylon-padlock-personal-kit-p102123> <https://hdsupplysolutions.com/p/plug-lockout-2h-x-461w-x-05dia-x-2d-p522798>  <https://hdsupplysolutions.com/p/wall-switch-lockouts-red-package-of-2-p522811>  Verification\* that tagging and locking the equipment is implemented within 30 days. E-stop installation after the 30 days requires verification\* that the equipment guarding was implement before equipment use.  \*Verification can be completed with photos and submitted through Inspect Tool report or schedule on-site visit with your inspector for non-labs or you School Coordinator for labs |  |  | P2 |
| Power Control and Supply | Foot switch is protected and covered. (CCR4185) | |  |  |  | Install a foot switches cover to encased foot switch and protect it from falling objects that could activate and start machine. |  |  | P2 |
| Power Control and Supply | Power cords in good condition, and are double insulated or have a grounding prong intact. (CFR 1926.416(e)(1)) | |  |  |  | Equipment and/or electrical cords are posing as an electrical hazard. Remove and/or replace damaged cords or plugs, or power cords found under doors, carpets, through ceilings, or near liquids. Discontinue the use of equipment that poses electrical hazard by placing a sign indicating "DO NOT USE", submit a lab/equipment clearance form and contact facilities management or Peter's exchange to remove equipment. |  |  | P1 |
| Power Control and Supply | Extension cords are only used as temporary applications. (CFR 1926.405) | |  |  |  | Avoid overcrowding receptacles and power strips, multi-plugging or daisy-chaining extension cords or power strips, and using extension cords for permanent wiring. Submit a request to Facilities Management if additional wall receptacles are needed. |  |  | P2 |
| Power Control and Supply | Lock out/Tag out procedures in place. | |  |  |  | Lock out tag out procedures not in place for the following equipment:  \*\*list\*\*  Notification to the EHS Safety team to set up time to go on-site and generate LOTO procedures for the listed equipment. |  |  | P2 |
| Safe Operation and Maintenance | Machine is seismically secured on the bench top, pedestal or the floor. 29 CFR 1910.212(b) | |  |  |  | Anchored or secured machine to avoid moving/walking or tipping. |  |  | P2 |
| Safe Operation and Maintenance | Local exhaust to collect debris in place and properly working. | |  |  |  | Local exhaust are required for woodworking equipment, laser cutters and large 3D printing equipment. Install local or permanent exhaust system to reduce dusts and flying particles. |  |  | P2 |
| Safe Operation and Maintenance | Chuck key is spring-loaded. | |  |  |  | Chuck key is spring-loaded to be removed before starting the machine.  Drill press:<https://www.rockfordsystems.com/product/drill-press-chuck-keys/>  Lathes: <https://www.rockfordsystems.com/product/lathe-chuck-wrenches/> |  |  | P2 |
| Safe Operation and Maintenance | Anti-kickback device in place and being use. | |  |  |  | Saws (table and radial arm saws) must be equipped with anti-kickback device and allows for clearance behind the operator in case of kickback. |  |  | P2 |
| Safe Operation and Maintenance | Push stick available and appropriately use. 29 CFR 1910.211(a)(2) | |  |  |  | Use push sticks that are in good condition. |  |  | P2 |
| General Safety Compliance | Shop/lab maintains good housekeeping. (CFC 315) | |  |  |  | All worksites are clean and orderly, tools are put away when not in use, sharp objects and blades are properly stored, machines are cleaned after use, there is no unnecessary clutter, etc.; No tripping hazards present; walkways are clear of all materials, cords, wires, paper, and equipment and other potential trip and fall hazards.; Floors are in good condition (clean, dry and free of slippery materials) and do not present slip/trip/fall hazard such as broken floor boards, chipped cement, torn carpet, liquid puddles or other damage.; Light fixtures are in good condition and lighting is adequate for the work performed. |  |  | P3 |
| General Safety Compliance | Emergency eyewash and shower are monthly tested. (29 CFR 1910.38(a) CCR Title 8§5162) | |  |  |  | Contact Facilities Management to have your emergency eyewash and shower tested monthly.  Check expiration dates on portable eyewash bottles monthly and replace when passed expiration date. |  |  | P2 |
| General Safety Compliance | Fire safety equipment up to date and operational. (CFR 1910.157(d)4) | |  |  |  | Fire Extinguishers are placed in their designated spot, the gage is in the green, the tag is displayed with service date, and FM inspects them monthly, and services them annually. |  |  | P2 |
| General Safety Compliance | Non-machine items are seismically secured. (CFC 5003.2.8) | |  |  |  | Install seismic anchoring or submit a Facilities Management request (http://service.fac.uci.edu/) to seismically anchor large, tippable equipment and furniture or contact building manager/department administrator. Shelves, book cases, filing cabinets, and/or other large items are secured from moving, tipping, or potentially blocking exits. All heavy or large items are below shoulder level or restrained. |  |  | P3 |
| General Safety Compliance | Compressed gas cylinders are properly stored. | |  |  |  | Cylinders in storage are protected from external heat sources, are placed in well ventilated areas, have protective caps in place, have no items stored above them, and are secured with two chains and brackets bolted to a wall, bench, or other secure object. |  |  | P2 |
| General Safety Compliance | Chemicals are properly labeled (identity and hazard class) and properly stored. | |  |  |  | Flammable and combustible chemicals (in excess of 10 gallons) are stored in appropriately fire-rated containers and cabinets; away from heat, ignition, electrical equipment or sources of static electricity, machinery with moving parts, areas for mixing chemicals, and highly trafficked walkways and gathering areas. |  | School Coordinator | P1 |
| General Safety Compliance | Other lifting equipment (such as cranes, hoists, forklifts, etc.) are inspected and in good condition. | |  |  |  | Forklift and/or aerial lift requires annually certification for maintenance needs and ensure attachments and platform are in good condition. Contact EH&S to schedule training if needed for staff.  Cranes and hoists: Cranes require certification by an accredited operator on an annual basis or based on the usage of the crane. |  |  | P3 |