



Helping to make your workplace a safe place
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ISSUE HIGHLIGHTS:

Automotive Shop Safety

With insurance rates continually on the rise, shop owners nowadays can feel overwhelmed when it comes to keeping expenses at a minimum. We are here to help!

Lower your cost by lowering Loss!

As you all know, losses are one of the most significant factors that drive premium. In this issue we will continue to review a few guidelines and tips to assist you in keeping your out-of-pocket expenses under control. Some may seem like "no-brainers", but we can all use a refresher course from time to time.

In fact - this issue would be a perfect topic for your next Employee Safety Meeting!

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Shop Safety 101

Shop work hazards require special consideration. Although it may not be possible to avoid all risks involved in your day to day shop work, many hazards can be prevented by careful planning, using common sense and knowledge, proper training and evaluation of the potential hazards.

Tools:

Tools are an important investment and should be kept clean and organized. This not only saves time but will make it easier to inspect tools for damage. An open ended wrench that is loose or a twelve-point box wrench with worn teeth could slip and cause damage to ones hands/arms, so care should be made to make sure worn or damaged tools are properly discarded.

Cleaners/Chemicals:

Before using any cleaner or solvent, determine the risk of any hazard concerning fire, skin irritation and poisonous vapors. All solvents are toxic or irritating to the skin or both depending on the amount of exposure. All labels should be read and understood prior to use. Caustic cleaners should be clearly labeled as poison. If any of these come in contact with the skin, it should be washed immediately with large amounts of clear water, immediate medical attention may be necessary. Don't use solvents to wash any part of your body. Always refer to your Materials Safety Data Sheets (MSDS) prior to use.

Hydraulic/Pneumatic Tools:

- Never point a charged compressed air hose at bystanders or use it to clean your clothing.
- Lock and/or tag tools "Out of Service" to prevent usage of defective or damaged tool.
- Do not use compressors if their belt guards are missing.
- Turn the power switch of the tool to "Off" and let it come to a complete stop before leaving it unattended.
- Disconnect the tool from the air line before making any adjustments or repairs to the tool.

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Routine Car Maintenance

- Drained waste fluids such as waste oil, antifreeze, and solvents are stored in separate drums or tanks.
- Waste oil is removed by a licensed transporter or burned on-site in an approved heater.
- Oil filters are punctured and hot drained over waste oil drum for the required amount of time, and then recycled or disposed properly.
- Oily shop rags are placed in sealed, labeled metal containers and are managed properly.
- Oily absorbents are disposed according to state regulations.
- Prevent waste oil spills by using drip pans.
- Place oily parts in the drip pan rather than on the floor.

Solvent Parts Cleaning

- Solvent parts cleaner is closed.
- A licensed transporter picks up and recycles solvents or disposes solvents as hazardous waste.
- Parts cleaner is labeled with material name and hazard type.
- If a flammable solvent is used, the parts cleaner has a fusible link that locks shut in the case of fire.
- Parts cleaner is registered with the state environmental agency (if required).
- Use aqueous cleaners instead of solvents.
- To avoid drips, position the parts cleaner close to the work station.
- Wear gloves and eye protection when handling solvents.
- Use a wire brush for cleaning before using solvents.
- For very dirty parts, use a pre-wash of used cleaner or wipe with old solvent.
- Remove cleaned parts slowly and allow them to drain over the sink.

Exhaust System Repair

- Welding/cutting is permitted by the local fire department.
- Compressed gas cylinders are firmly installed by chaining to a portable dolly or to the wall in an upright position.
- Fire extinguishers are available in the welding/cutting area.
- Employees wear protective clothing and welding helmets with shields.
- Flammables are not used or stored nearby.
- Machinery is grounded.
- Local ventilation is adequate.

Reference: This article was attained from the News Archives posted on MySafetyPoint.com with a portion of the content provided by Northeast Waste Management Officials Association.

Battery and Tire Storage

- Batteries are stored in a single layer on pallets or shelving with an impermeable base, and are properly recycled.
- Tires stored outside are covered and properly disposed.
- When recharging batteries on-site, store bulk acid in wooden or plastic cabinets.
- Recycle batteries, tires, and scrap metal parts.

Brake Repair- (Grinding drums and turning rotors)

- Employees wear safety glasses with side shields.
- Equipment is bolted into the floor.
- Pullies on the grinder are covered with a safety guard.
- The grinding wheel offset is no greater than 1/8 inch.
- Shop uses HEPA filtered vacuum system or a wet method of grinding to prevent asbestos exposure
- Capture metal filings in a bin under the brake grinder and dispose in trash.

Air Conditioner and Radiator Servicing

- Refrigerant recovery operators are certified by U.S. EPA.
- Antifreeze is labeled and recycled or disposed properly.
- If radiator repair includes brazing, procedures are in place to control and monitor lead.
- Reclaim antifreeze on-site. Never mix used antifreeze with used oil.



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