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How to Use This Workbook

This workbook was designed to help assist you identify and optimize areas in your facility where visual communication is needed.

Take this book as you walk around your workplace, and log labels, signs or other visual items that are needed. Note that all facilities are different, so some areas may not apply.

When you have completed your tour and have your list of items, please give us a call at 1-866-777-1360 and we'll make sure you get the correct visual markings for your facility. You can also place your order online at www.creativesafetysupply.com.

Questions? Call us at 1-866-777-1360.



The leaders in visual safety[™]

About Industrial Label Printers



Label printing may seem like such a small component of a business practice, but it can truly yield BIG results.

When work environments are labeled effectively, employees work safer and processes run smoother. In addition, OSHA, NFPA, and ANSI compliance can also be achieved with appropriate facility labeling.

Printing labels right in-house allows you to customize them as desired, and is more affordable and more efficient than buying them elsewhere.

Be sure to select a printer that meets your labeling needs. A good printer should:

- be high quality with a good warranty.
- have software that is easy to understand so you can get up to speed quickly.
- be able to print labels in dimensions that are useful to your business.
- be easy to connect, operate and load ribbon and print supply.

About Floor and Wall Signs

Floor signs should be able to handle heavy duty industrial traffic, water and chemical spills, and resist UV damage. Purchase floor signs from a company that will guarantee their use in industrial areas.

Wall signs should be made of durable material. Some sign materials are not meant to be used outdoors. They may be prone to fading, and the sign material itself may not stand up to elements.

Adhesive backing makes installation easy. Make sure the surface is clean and free of oil and other liquids that will compromise the adhesive.

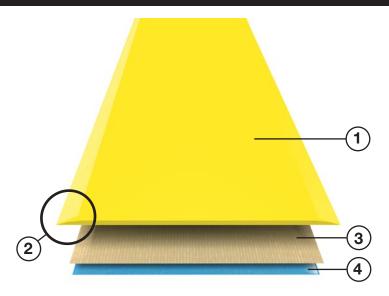
If your signs are likely to be placed where they will have excessive scuffing or traffic, use a clear protective film to extend the life of the sign.

If your facility has unique sign requirements, look for a vendor that can produce the custom signs you need.

Creative Safety Supply has a wide selection of floor and wall signs. Additionally we can print custom signs to fit your needs. Call today. 1-866-777-1360.



About Floor Tape



What makes a good floor tape? Let's start from the top:

- **1. Tape Material.** The material used for floor tape should maintain its functioning power through chemical and grease spills, truck and forklift traffic, and even pallet wear and tear.
- **2. Contoured edges.** Contoured/beveled edges create a smoother transition so forklift forks don't snag and pull up the tape.
- **3. Industrial adhesive.** The adhesive should be aggressive enough to cling to porous and non-porous surfaces.
- **4. Removable liner.** A removable liner makes installation of the floor tape easier. The installer can cut the tape to the desired length and position them with the liner in place. This makes it possible to very accurately place the tape before removing the liner to expose the adhesive.

Facility Marking Project Information Use this sheet to note the details of your marking project. Project description Project Lead phone email Other project contacts phone email email phone phone email phone email Project location (physical address and/or building number) Project start date Estimated completion date Project timeline Planning Material requisition and delivery Installation Review

OSHA Compliance and Safety

Visual communication for OSHA compliance is all about safety for your employees, visitors and guests. Relevant directional and safety signs is good business. It also fosters good morale by showing employees that you are concerned for their safety.

THIS WORKS ► If you are applying a sign or label to a location where it is likely to be scuffed, cover it with a clear protective layer for added durability.

Machine lockout	instructions	
Machine	Location	Specific instructions
Operating instru	etions	
Operating instruction		Specific instructions
Operating instruction Machine	Location	Specific instructions
		Specific instructions





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MODEL NO. MARKET

SERIAL NO SERIAL NO

DATE MEG.

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CAUTION

DO NOT OPERATE
THIS MACHINE WITHOUT
GUARDS IN PLACE.



Www.Diec

OSHA Compliance and Safety cont'd

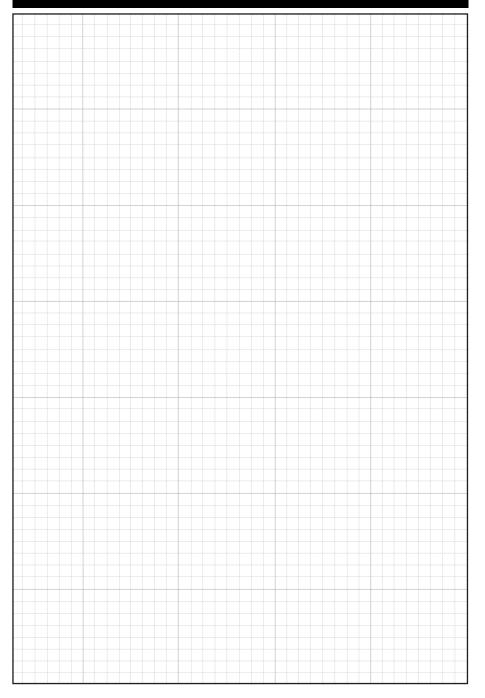
OSHA CO	прпапс	e and Salety con	τα
Maintenance inst	ructions		
Machine	Location	Specifi	c instructions
Emergency proce			
Type of labe	I Qty	Specific instructions	Location
1			

OSHA Compliance and Safety cont'd

Emergency conta	act phone numbers		
Name	Number		Location
Evacuation route	signage		
Type of sign (t	ext, arrows, etc)	Qty	Location
Normal exit route			
Type of sign (t	ext, arrows, etc)	Qty	Location
			-
			-
			-

Con A Compila		and Salety contro
Other door signs		
Type of sign	Qty	Location
Other safety signs		
Type of sign	Qty	Location
Other miscellaneous safet		
Type of sign	Qty	Location

Notes for this section



Pipe Marking



Pipe marking standards are outlined in our pipe marking guide. Before you start your pipe marking project, call 866-777-1360 (or visit cslinks.co/PipeGuide) and get a free copy, or to ask any questions you may have about pipe marking for your facility.

Valves					
Valve Number	Cor	ntents		Descriptio	n
Pipes requiring					
Content	ts	Other ma	arkings	Lo	ocation



FREE

Pipe Marking Guide



Take the mystery out of marking your pipes according to OSHA and ANSI standards. Download our FREE Pipe Marking Guide today to learn more about:

- Color guidelines
- Label placement
- Label size requirements
- Direction of flow
- Content abbreviations



Pipe Marking cont'd

Transition po	ints	, wall and f	loor penetra	tions
Contents			narkings	Location
Ammonia				
System	Ph	ysical State	Pressure Le	vel Location

Notes for this section



Electrical Hazards

Electrical hazards are present in many facilities. Compliance with NFPA 70E arc flash hazard standards is also important. To receive a free Arc Flash Safety Guide, please contact us at 866-777-1360, or download it at cslinks.co/ArcFlashGuide.



Circuit and/or energy source	e ID (to	assist lockout/tagout)
Type of sign	Qty	Location
	_	
Machine specific high volta		
Type of sign	Qty	Location

			Electrical Hazards cont'd
Switches and c	ontrols		
Type of		Qty	Location
Electrical panel	ls		
Panel number	Specific Volt	age	Breaker Identification
			_

Electrical Hazards cont'd					
Floor areas surrounding panels (see pg 44 for floor marking tape)					
Type of sign	Qty	Location			

Wire, cable and conduit		
Type of sign	Qty	Location



Notes for this section

Hazardous Materials

Hazardous chemical labels and signs are mandatory. Recent updates to sign and labeling standards may affect your facility. For a free GHS Guide, please contact us at 866-777-1360, or download a copy at cslinks.co/GHSGuide.

HCS labels for containers



THIS WORKS ► Industrial label printers will print custom labels instantly at your facility.

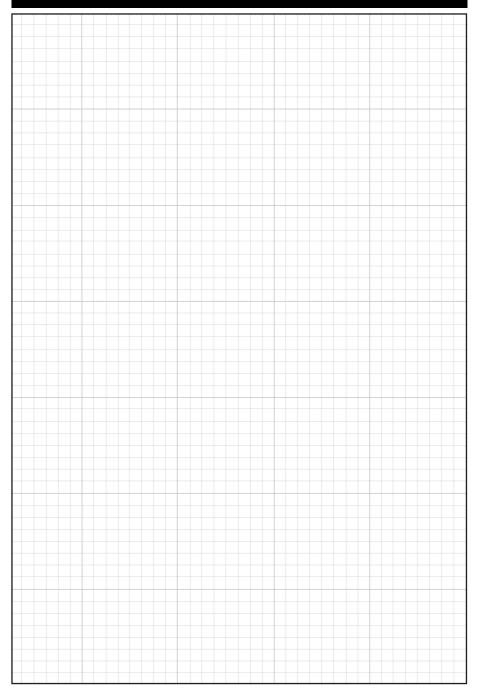
This is critical for your company to stay compliant with labeling standards.

Eliminating order time lag to label materials that may already be onsite.

Chemical			
HCS labels for tanks and ve	essels		
Chemical	Qty	Location	
		I.	

Hazardous Materials cont'd Waste storage areas Type of sign Qty Location **Asbestos areas** Type of sign Qty Location

Notes for this section





Warehouse

Managing foot traffic, pedestrian traffic, as well as signage on storage racks, equipment and machinery is essential to a smooth running warehouse. You will use the greatest variety of visual devices in this location.

THIS WORKS ► For inventory and equipment identification, upgrade to barcode labels and scanners. Much faster and more accurate than transcribing long strings of numbers.

Racks		
Rack identifier	Qty	Location
	_	

Warehouse cont'd

Shelves		
Shelf identifier	Qty	Location

Warehouse cont'd Bins Location Bin identifier Qty

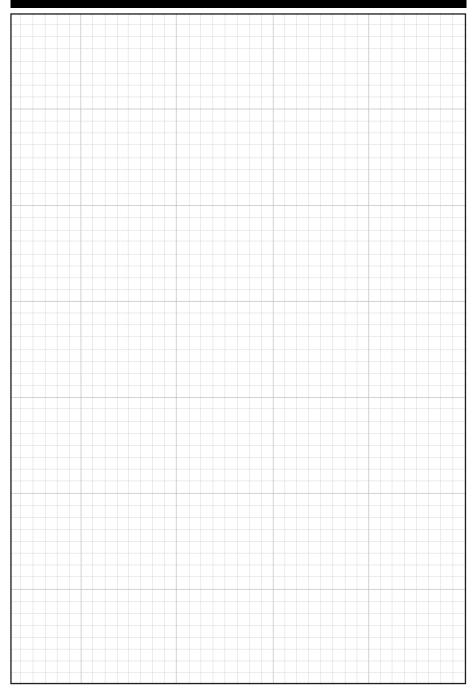
Warehouse cont'd		
Wayfinding		
Type of sign	Qty	Location
	ļ	
Pedestrian		
Type of sign	Qty	Location

		Warehouse cont'd
Traffic direction		
Type of sign	Qty	Location
Forklift specific		
Type of sign	Qty	Location
	,	

Compressed gas storage con	itainers a	and areas
Type of sign/label	Qty	Location
0 - 46 - 145 - 1 - 144 4156 -	•	
Scaffolding, ladders and lift of		
Type of sign/label	Qty	Location

Warehouse cont'd

Notes for this section



Personal Protective Equipment

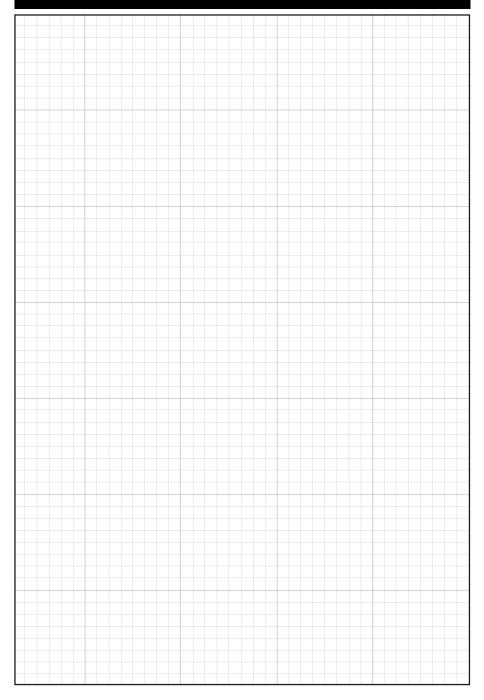
Areas that require personal protective equipment (PPE) are required by OSHA to be marked appropriately. Confined spaces and areas that have arc flash hazard are examples of these types of spaces. Additionally, your facility may have areas that require permits for entry. These areas may also need signage and floor markings to comply with standards.

Wall signs			
Type(s) of PPE required		Qty	Location
Equipment labels	Ì		
Type(s) of PPE required	Qty		Location



			dipinient contd
Entry permit			
Type of sign	Qty		Location
-			
First Aid and made a fate of			
First Aid, eye wash, safety s	snower		
Type of sign	i	Qty	Location

Notes for this section



Custom Signage

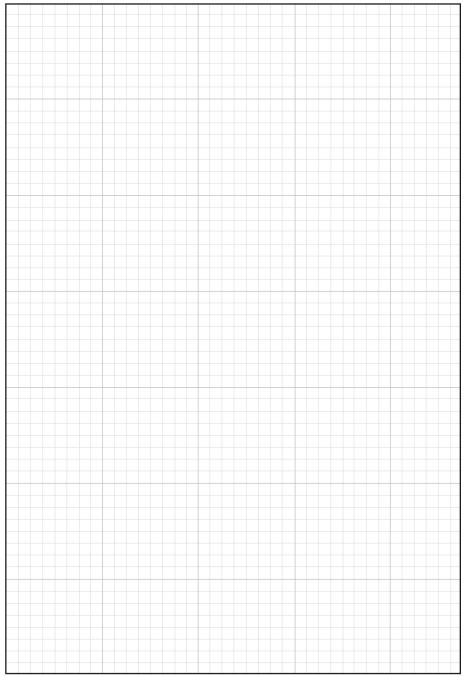
Your workplace may have specific signage needs that are unique to your industry or facility. If the appropriate pre-made sign does not exist, please contact Creative Safety Supply at 866-777-1360. Our in-house sign shop can deliver custom visuals for nearly every purpose.

Custom Signs		
Type of sign	Qty	Location
1		



Custom Signage cont'd **Custom Signs** Type of sign Qty Location

Notes for this section





Floor Marking

Warehouses and other facilities need floor marking for safety and to protect equipment and inventory. Floor tape is an excellent, long term solution.

Additionally, floor signs may be useful in places where vertical mounting is not convenient.

For more information about floor marking, please call Creative Safety Supply at 866-777-1360 or download our free Floor Marking Guide at cslinks.co/FloorGuide.



Floor tape		
Tape color	Tape width	Linear feet needed
-		



FREE

Floor Marking Guide



Unsure of regulations, standards, or requirements for marking your floors? Download our FREE Floor Marking Guide today to learn more about:

- Aisle width requirements
- Safety & efficiency improvements
- Traffic levels
- Floor tapes vs paint
- Color standards

1 1001 Warking cont		
Floor marking shapes		
Corners	Qty	Color
Floor marking shapes	٥4.	Onless
T's	Qty	Color
Floor marking shapes		
X's	Qty	Color
Floor marking shapes	_	
Other shape	Qty	Color

Floor Marking

		Floor Marking cont'd
Door swing area		
Diameter of swing		Location
Wayfinding floor signs		
Type of sign	Qty	Location

1 1001 Walking co		
Traffic floor signs		
Type of sign	Qty	Location
]	
Forklift specific floor signs		
Forklift specific floor signs Type of sign	Qty	Location
	Qty	Location

Floor Marking

First aid and other safety floo	or signs	
Type of sign	Qty	Location
Placeholder floor signs		
Type of sign	Qty	Location

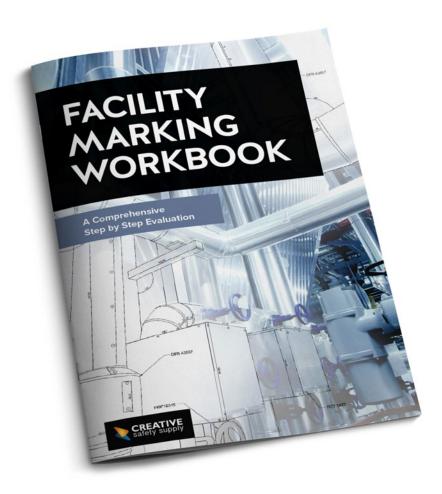
Notes for this section

Additional signage

Miscellaneous or overflow from	om other	
Type of sign	Qty	Location

Additional signage

Miscellaneous or overflow from other sections Type of sign Qty Location Location

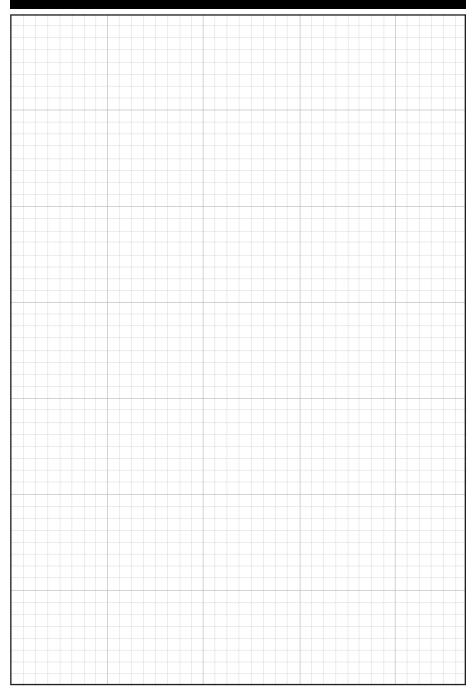


Did you find this workbook useful? Do you have suggestions for ways we can improve it?

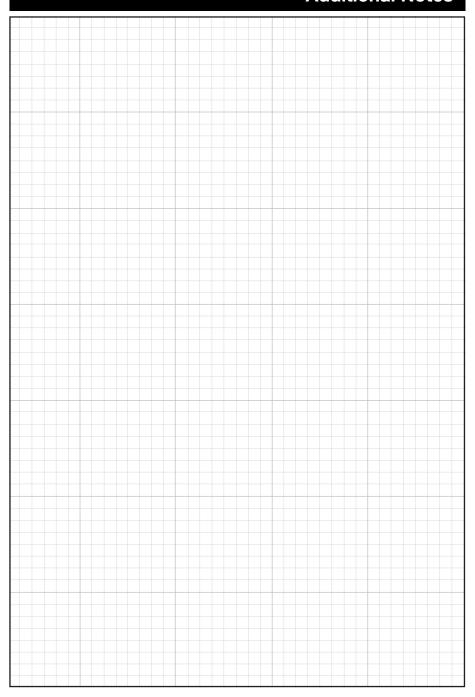
Please contact us with feedback about this workbook, and/or any guides you receive from us to help with your facility marking. Our goal is to create and distribute materials that are relevant and useful to our customers.

Send your comments by email to **info@creativesafetypublishing.com.**

Additional Notes



Additional Notes





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The short safety podcast for busy safety managers

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- Machine Guarding
- Machine Guarding
- Flame Resistant Clothing
- Ammonia Hazards
- Machine Safety At Work





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- Pipe Marking
- GHS & NFPA
- Arc Flash
- Warehouse
 - ...and more

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SAFETYTAC®



Other floor marking tapes just can't compare.

- Resistant to damage from forklifts, trucks, and other equipment
- Easy to apply, easy to clean
- Several varieties to best fit your application



I've personal laid down thousands of feet of floor tape and I can confidently say nothing compares to SafetyTac floor tape. The tapered edge stands up to relentless punishment and the tape lays out straighter than any other product we've tried. The best part is that a year later our markings are still bright and clean. Thank you for producing a product that final meets our needs. - Chris C., Mfg Engineer, Aftech





Watch demonstration videos and learn more about SafetyTac® at

safetytac.com





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