



ENVIRONMENTAL • SAFETY • COMBUSTIBLE DUST • PROCESS SAFETY

# Safety & OSHA Compliance

Leading  
the way in  
Environmental &  
Safety Compliance

## Why Hire a Safety Consultant?

All industrial facilities are required to comply with regulations set by the Occupational Safety and Health Administration (OSHA), as well as their state and local agencies. However, because of the number of regulations, it's easy for owners and managers to become overwhelmed. Many businesses do not have the budget or resources to hire full-time safety managers to ensure facility compliance, and safety compliance often gets overlooked, putting employees at risk of injury or illness or leaving the facility open to citation or litigation.

Because of this, it is a good idea to hire a safety consultant to help ensure that the facility is complying with safety rules and regulations without overburdening business owners and managers. CTI can assist with all topics related to OSHA regulations, as well as local and state rules or laws, including conducting safety inspections and audits, developing compliant safety programs and procedures, and conducting employee safety training.



## Safety Audits and Inspections

One of the most effective methods for identifying gaps in the safe operation of your facility and implementation of your safety programs and procedures is to conduct a 3<sup>rd</sup> party safety audit. CTI can review your safety programs and trainings to ensure they are compliant with regulatory requirements and can provide recommendations for any gaps identified.

CTI can also conduct general safety or mock-OSHA inspections throughout your facility to identify potential OSHA citations and provide recommendations for corrective actions. This will help you be more prepared in the event of an OSHA inspection.

## **Safety Programs and Procedures**

For most safety regulations, OSHA requires facility to implement and maintain written safety programs and procedures. CTI can you develop written programs and procedures, including but not limited to:

### ***Control of Hazardous Energy - Lockout / Tagout***

Lockout/Tagout must be implemented whenever employees are working in or around powered equipment. Prior to performing work, equipment should be shut down and locked out to prevent the equipment from re-energizing while employees are performing work. CTI can prepare a written lockout/tagout program for your facility and develop machine-specific lockout/tagout procedures for your equipment.

### ***Machine Guarding***

Machine guards are installed on various pieces of equipment throughout a facility to protect employees from hazards associated with the machines. CTI can conduct machine guarding assessments throughout your facility in order to evaluate the effectiveness of current machine guards and provide recommendations for machine guarding improvements. CTI can also work with on-site maintenance personnel or contractors to design machine guarding solutions that are OSHA Compliant, safe and work with your facility's safety culture and employee preferences.

### ***Confined Space Entry***

Special precautions must be taken whenever employees are required to enter into confined spaces due to the potential hazards that may exist inside the space. CTI can prepare a written confined space entry program and can develop site-specific confined space entry procedures that should be used to ensure employees are only entering into confined spaces after the proper precautions have been taken.

### ***Personal Protective Equipment***

Personal protective equipment (PPE) should be worn by employees to minimize exposure to workplace injuries. The type of PPE to be worn by employees should be determined by what hazards they are exposed to in their day to day activities. CTI can conduct job hazard analyses for your operators to determine what PPE should be worn and can develop your facility's written PPE programs.

### ***Noise Monitoring***

CTI can conduct noise monitoring throughout your facility to identify employees or areas who should be included in your facility's Hearing Conservation Program. We can also provide recommendations for engineering and administrative controls and can ensure that appropriate hearing protectors are selected.

### ***Industrial Hygiene and Indoor Air Quality***

CTI can conduct indoor air quality monitoring to identify employees who are exposed to airborne contaminants at or above OSHA permissible exposure limits (PELs) and can provide recommendations for engineering or administrative controls that can be implemented to reduce airborne concentrations of hazardous chemicals. CTI can also conduct surface or wipe sampling for specialty contaminants such as metals or isocyanates.

### ***Respiratory Protection***

Employees working in areas with airborne contaminants may be required to wear respiratory protection. If respiratory protection is required, CTI can develop a written Respiratory Protection Program for your facility and can provide recommendations for what respiratory protection should be worn. CTI can also conduct qualitative or quantitative fit testing to ensure that the selected respirators properly fit your employees.

### ***Hazard Communication***

Employees who work with hazardous chemicals have a right to know about the hazards associated with the chemicals they are working with. This is usually done using safety data sheets (SDS) and container labels. To ensure that all chemicals on site have an SDS, CTI can conduct a facility-wide chemical inventory to identify what chemicals are on site and ensure that a corresponding SDS is filed on-site. CTI can also prepare a written hazard communication program for your facility.

### ***Emergency Action and Fire Prevention***

OSHA requires all facilities to have a written Emergency Action and Fire Prevention Plans that should be implemented in the case of an emergency such as a fire or storm. CTI can help in preparing these written programs and can prepare site evacuation maps that can be posted throughout your facility. CTI can also conduct evacuation drills to ensure that employees are familiar with your facility's evacuation alarms and procedures.

### ***Laboratory Safety***

CTI can conduct laboratory safety assessments of your facility's laboratory spaces to ensure that they comply with NFPA 45 – Standard on Laboratory Safety and all applicable OSHA laboratory safety requirements.

### ***Welding and Hot Work***

OSHA requires anyone conducting hot work to complete a Hot Work Permit prior to performing the work. CTI can help your facility implement a hot work permitting system to ensure that all hot work is conducted as safely as possible.

### ***Bloodborne Pathogens / First-Aid***

Bloodborne pathogens are micro-organisms that cause diseases such as Hepatitis B and HIV/AIDS. Employees who are exposed to human blood or other bodily fluids, such as those trained to provide first-aid, are at risk of infection from bloodborne pathogens. Because of this, facilities with employees who could potentially be exposed to bloodborne pathogens must have a written Exposure Control Plan. CTI can prepare a compliant written Exposure Control Plan for your facility.

### ***Forklift Safety***

Forklifts and other powered industrial trucks are used by many facilities to help transport materials throughout the facility. OSHA requires all forklift operators to be certified every 3 years. CTI can conduct forklift operator training and can help prepare a Forklift Safety Program to help facilities manage required forklift inspections and certifications. CTI can also conduct operator certifications for all powered industrial trucks.

### ***Walking-Working Surfaces and Fall Protection***

OSHA has strict requirements on walking-working surfaces including ladders, stairs, catwalks, and other walkways. CTI can perform a walking-working assessment for your facility to ensure that all ladders, stairs, catwalks, and walkways are compliant with OSHA requirements, and can provide recommendations for any gaps identified. CTI can also help prepare a fall protection program to ensure that all employees working from heights are properly equipped and trained for use of personal fall arrest systems or other types of fall protection systems used at your facility.

### ***Electrical Safety***

CTI can help your facility develop a written electrical safety program to ensure that employees and electricians work safely with electrical fixtures and equipment.

## Safety Training

Employee training is crucial to ensure that employees are familiar with your facility's safety programs, policies, and procedures. CTI can conduct on-site safety training classes on a schedule that works best for you and your employees. CTI can provide training on the following topics:

- ◆ Lockout/Tagout
- ◆ Confined Space Entry
- ◆ Machine Guarding
- ◆ Slips, Trips, and Falls
- ◆ PPE
- ◆ Respiratory Protection
- ◆ Emergency Action / Fire Prevention Plans
- ◆ Forklift Safety
- ◆ Electrical Safety
- ◆ Hot Work Safety
- ◆ Hazard Communication
- ◆ Bloodborne Pathogens
- ◆ Laboratory Safety
- ◆ DOT Hazmat
- ◆ Facility-Specific Courses
- ◆ Operator Certifications

CTI can work with you to provide specialty safety training for programs or procedures required by your facility. We also provide train-the-trainer courses that are designed to allow your managers or supervisors to conduct training for your employees.





Since 1986, we have provided **ENVIRONMENTAL** and **SAFETY** solutions that help companies like yours to grow while protecting people and the environment.



Conversion Technology Inc.  
2190 N. Norcross Tucker Road, Suite 202  
Norcross, GA 30071

P: (770) 263-6330  
E: [cti@conversiontechnology.com](mailto:cti@conversiontechnology.com)  
[www.conversiontechnology.com](http://www.conversiontechnology.com)

