CHAPTER 29

SIGNS AND TAGS

PURPOSE

To provide minimum safe work practices for the set-up and maintenance of barricades that restrict entry and/or provide warning for areas that involve hazardous activities, unsafe conditions, or unusual circumstances.

DEFINITIONS

- PROTECTIVE BARRICADE - Provides a physical barrier to protect people from hazards such as floor openings or excavations.
- WARNING BARRICADE - Erected to call attention to specific hazards, but provides no physical protection from the hazard.

WARNING AND PROTECTIVE BARRICADE PROCEDURE

- Barricades shall be erected approximately 42 inches from the ground or floor.
- Barricades for work areas shall be constructed with a gate for employee entry and exit, or with a "loop" or "hook" connector to the barricade stand or fixture for an employee to unfasten, enter or exit, and then refasten.
    - Barricades covering large areas can have more than one gate or loop access.
    - No one shall climb over or duck under any barricade.

- Barricades shall be maintained in a taut and level position. Do not tie barricade material to valve handles, conduit, instruments, instrument tubing, electrical gear, or other fragile items.
- Barricade tags shall be filled out properly and placed near the gate or loop access.
    - For large barricades, tags should be placed so that personnel do <u>not</u> have to walk long distances to read a tag.
    - Tags should denote any special conditions or hazards that exist.
    - The tag shall be dated and signed in full with the person's name and job title.
- Barricades shall be erected by the group causing or correcting the hazard prior to beginning work.
    - The barricade is to be maintained during the work and removed when the work is complete.
    - When multiple work crews use the same barricade, each group should review the tag and ensure that all hazards have been identified on the tag.
    - When multiple work crews use the same barricade, HTS AmeriTek employees shall review and sing the other crew's JHA.
- The group working inside the barricade must get prior approval from the operating area if the barricade erection could result in the interruption of facility service.
- All HTS AmeriTek personnel who work inside the barricade are responsible to see that the barricade is maintained and that housekeeping within the barricade is maintained.
- The size of the barricade should be large enough to provide protection to personnel from the enclosed hazard (long lengths of pipe, fall radius from overhead work), but should not occupy more area than is needed to accomplish the task. For overhead work, barricades should extend outward one foot for every two feet of height above the ground.
- No one shall work above a ceiling or on an elevated floor without first providing protection from objects falling into the space below. Barricades are provided for the work area and all levels below the work where no overhead protection is present.
- When it becomes necessary for barricades to block access to emergency equipment, obstruct emergency exits, or hinder movement of emergency equipment, alternate provisions shall be provided. Examples: temporarily moving a fire extinguisher or posting a watch near a passageway to warn people of the hazard instead of blocking access.
- All barricade stands on roofs and outside areas shall be secured or weighted down to prevent wind from blowing them over.

- When barricades are located near a road or walkway, flashing lights must be used if the barricade is to remain in place overnight. Before blocking any road, notify the Fire Department and Site Security when applicable.
- Where numerous small work areas exist, one large barricade may be used to simplify the task of barricading.
- Proper "Warning", "Caution", or "Danger" signs should be placed adjacent to the barricades. Example: **"DANGER OPEN EXCAVATION".**

PROTECTIVE BARRICADES

- Protective barricades provide physical protection to prevent entry in the area. A protective barrier keeps people from entering the hazard area.
- A protective barricade is used when a warning barricade cannot be erected at least 5 feet from a hazard.
- Protective barricades must be constructed of a minimum of 2"x 4" lumber, tube and coupler scaffold, pipe railing, structural angle railing, wire rope, or steel chain. Saw horses and other structural systems may also be used.
- Barricades are used around any excavation that is adjacent to roadways or walkways, around roof openings, and around any location where the hazards are not obvious.

WARNING BARRICADES

- These barricades call attention to a specific hazard, but offer no physical protection. An alert is provided for people working in or around the area of the hazard.
- Yellow and black tape material is used to represent caution where hazardous work is being done or unsafe conditions exist. Employees shall exercise caution in determining the hazards involved with entering an area barricaded with this tape. Examples include open excavations and material storage.
- Red tape is used to represent danger and unauthorized entry will not be allowed.
    - Personnel shall not cross a red barricade without authorization from the supervisor responsible for its erection. Careful job planning is needed to help assure effectiveness. Examples include overhead work, swing radius of crane counterweights chemical exposure areas, first breaks and electrical "close proximity" work.
- Yellow and magenta tape is used when x-ray or other types of radiation work is being done. This barricade is absolutely **NO ENTRY!**
- Rubber or plastic cones (approximately 30 inches high) can be used for road work, traffic direction, or to mark material storage areas.
- Barricade material can include plastic barricade tape, woven tape, rope, plastic chain, or any other material that provides the proper color coding and will withstand the environment in which it is placed.

SIGNS AND SIGNALS

Signs, signals, and color codes are used in the workplace to protect employees from hazardous conditions and assist them in responding to emergencies. *1926.200 Subpart 6* indicates the usage of signs, signals, and barricades. Signs and signals shall be used and visible at all times when work is being performed, and shall be removed or covered promptly when the hazards no longer exist.

For signs, signals, tags, and color codes to be effective, all workers must understand what they mean and know what action they are required to take. This avoids confusion and ensures their effectiveness in recognizing and communication hazards, and hazardous conditions.

- Signals in the form of alarms, bells, buzzers, whistles and horns can be used. Back up alarms are generally equipped on forklifts, construction equipment and fleet trucks. Fire alarms or evacuation alarms vary in different worksites or plants. These alarms are used to clear or evacuate an area in the event of an emergency.
- Signals by hand and/or flagging procedures shall be used for controlling vehicular traffic, material handling, or assisting equipment operations. HTS AmeriTek employees will be trained in proper hand and flagging procedures prior to performing tasks that require the use of signs, signals, and barricades.
- Barricades are used on construction jobs to alert personnel and/or keep out personnel not authorized to enter the area, due to specific hazards.

EXAMPLE 1 – DANGER SIGNS:

- Danger – 480 volts
- Danger – "Flammable" No Smoking
- Danger – Open Hole
- Danger – Keep Out
- Flammable Liquids
- Poison
- High Voltage
- Chemical Storage area

EXAMPLE 2 – CAUTION SIGNS:

- Caution – Microwave in Use
- Caution – Do Not Operate
- Caution – Caution Wet Floor

EXAMPLE 3 – INFORMATIONAL SIGNS:

- No Admittance
- No Trespassing
- Permit Required Confined Space
- Double Hearing Protection Required
- Splash Goggles Required

EXAMPLE 4 – DIRECTIONAL SIGNS:

- Exit
- Not an Exit

EXAMPLE 5 – SAFETY INFORMATION SIGNS:

Safety Information Signs are used when general instructions and suggestions are needed in correlation with safety measures.

- Good Housekeeping Keeps Area Safe
- Walk Don't Run


DANGER
CUSTOM TEXT
D-B (blank) 10 x 14
DANGER
-NO- SMOKING
D-1 10 x 14
DANGER
NO SMOKING STOP YOUR MOTOR
D-2 10 x 14
DANGER
FLAMMABLE MATERIALS
D-3 10 x 14
DANGER
FLAMMABLE LIQUIDS
D-4 10 x 14
DANGER
HARD HAT -AREA-
D-6 10 x 14
DANGER
-HIGH- VOLTAGE
D-7 10 x 14
DANGER
DO NOT WATCH ARC
D-8 10 x 14
DANGER
DO NOT ENTER
D-11 10 x 14
DANGER
UNAUTHORIZED PERSONNEL -KEEP OUT-
D-14 10 x 14
DANGER
NO SMOKING WITHIN 50 FEET
D-17 10 x 14
DANGER
-NO- TRESPASSING
D-20 10 x 14
DANGER
NO SMOKING OR OPEN FLAMES WITHIN 50 FEET
D-22 10 x 14
DANGER
-OXYGEN- NO SMOKING OR OPEN FLAME
D-24 10 x 14
DANGER
-ACETYLENE- NO SMOKING OR OPEN FLAME
D-25 10 x 14
DANGER
HAZARDOUS CHEMICALS
D-28 10 x 14
DANGER
HIGH VOLTAGE AUTHORIZED PERSONNEL ONLY
D-29 10 x 14
DANGER
SAFETY GLASSES REQUIRED
D-30 10 x 14
DANGER
FLAMMABLE
D-31 10 x 14
DANGER
CORROSIVE
D-32 10 x 14
DANGER
KEEP OUT
D-33 10 x 14
DANGER
MEN WORKING -ABOVE-
D-39 10 x 14
DANGER
-NO SMOKING- NO MATCHES OR OPEN FLAME
D-40 10 x 14
DANGER
HIGH VOLTAGE -KEEP OUT-
D-42 10 x 14
DANGER
HAZARDOUS MATERIAL
D-46 10 x 14
DANGER
FLAMMABLE GAS
D-50 10 x 14
DANGER
THIS MACHINE STARTS AUTOMATICALLY
D-59 10 x 14
DANGER
CONFINED SPACE PERMIT REQUIRED FOR ENTRY
D-60 10 x 14
DANGER
-PROPANE- NO SMOKING OR OPEN FLAME
D-61 10 x 14
DANGER
KEEP HANDS AWAY FROM ROLLERS
PELIGRO
NO ASERQUE LAS MANOS A LOS RODILLOS
D-62 bil 10 x 14
DANGER
NO WELDING WITHIN__FT.
D-63 10 x 14

C-B(blank) 10 x 14

C-3 10 x 14

C-4 10 x 14

C-6 10 x 14

C-9 10 x 14

C-10 10 x 14

C-11 10 x 14

C-12 10 x 14

C-13 10 x 14

C-15 10 x 14

C-16 10 x 14

C-17 10 x 14

C-20 10 x 14

C-22 10 x 14

C-26 10 x 14

C-27 10 x 14

C-29 10 x 14

C29 sp 10 x 14

C-31 10 x 14

C-35 10 x 14

C-38 10 x 14

C-38 sp 10 x 14

C-39 10 x 14

C-40 10 x 14