

Subject: Safety Programs and Requirements: Safety Signs and Placards

Section: V Date: 12/12/2007 Page **1** of **1**

Steward Observatory utilizes hazard signs, labels, tags, and placards to keep everyone aware of potential dangers. The following OSHA website details the requirements for signage: https://www.osha.gov/index.html

All employees need to understand the meaning of the warning signs at the entrances to work areas and the specific location of the hazard. The Site Safety Representative along with the Telescope or Laboratory Director or Manager shall be responsible for identifying areas of work where special hazards exit. The Director or manager is responsible for obtaining, placing, and maintaining appropriate warning signs, labels, or placards at the entrances to the work areas and at the specific location of the hazard.

As part of the communication responsibility, signs are posted throughout each work area indicating the proper procedures to follow when working on or around potential hazards. This includes, but is not limited to, speed limit signs, safety eyewear signage, as well as indicators of hard hat areas. All safety signs must be observed.

Signs are classified according to use. There are five classifications, which are:

Danger - indicates an immediate danger that could result in death or injury. Danger signs use black, red and white colors.

Warning - indicates a potentially hazardous situation which, if not avoided, could result in death or injury.

Caution - warns against potential hazards or unsafe practices and represents the potential for moderate or minor injury. Caution signs have a yellow background, a black panel and yellow letters.

Notice - indicates general safety policies and should not be associated directly with a hazardous situation.

Safety Instruction Signs - convey general instructions relative to safety measures. These signs are white, with green panel and white letters.

Uses of **Labels** are for identifying potential hazards of chemicals in the workplace. Along with signs, they help ensure all workers understand the hazards around them.

Tags are sometimes used as signs to prevent accidental injury or illness to employees exposed to potentially hazardous conditions, equipment or operations. Tags are used until the identified hazard is eliminated or the hazardous operation is completed.

Placards are used in the handling or shipping of hazardous materials.

For more information on this please go to the OSHA website using the link below: https://www.osha.gov/index.html