WEEKLY SAFETY MEETING
All Euramax Subsidiaries

COMPRESSED AIR SAFETY

Safety Meeting Contents

- Meeting Notice
- Leaders Guide
- Employee Handout
- Employee Quiz
- Meeting Sign-in Sheet
- Employee Puzzle

PRIOR TO THE WEEKLY MEETING:

- Post the meeting notice by the timeclock
- Read through the Leaders Guide and Employee Handout to familiarize yourself with the topic for the week
- Make copies of the employee handout (one for each employee)
- Make copies of the employee quiz (one for each employee)
- Make copies of the weekly puzzle (one for each employee)

AT THE SAFETY MEETING:

- Pass around the meeting sign-in sheet – ensure all employees present at the meeting print and sign their names
- Pass out the employee handout
- Pass out the employee quiz
- Pass out the weekly puzzle
- Keep the meeting simple
- Encourage discussion and questions
WEEKLY SAFETY MEETING NOTICE

THIS WEEK, OUR SAFETY MEETING WILL COVER COMPRESSED AIR SAFETY

TIME: __________________________________________

DATE: __________________________________________

PLACE: _________________________________________
COMPRESSED AIR SAFETY

Leaders Guide

EURAMAX PROCEDURE REFERENCE:
B-9: Compressed Air Safety

MEETING OBJECTIVE:
Compressed air mishaps usually involve abuse, misuse or inattention to hoses or nozzles. Lack of attention to safety or not knowing the proper procedures when handling compressed air have led to many accidents and deaths. Compressed air can strike you blind, deaf or dead at very low pressures. These may sound like harsh words, but they are not. Compressed air is something we use in so many different ways, almost without thinking. We have to remind ourselves to handle this power source with care and attention.

MEETING PREPARATION:
Read the Euramax procedure, understand the contents, and ensure compliance.

All compressed air nozzles (air guns) are to have relief ports to ensure air pressure remains at 30PSI or lower when the tip is blocked. Bring an air nozzle with you to the meeting.

Review the employee handout to see if there are any other materials you wish to bring to the meeting.

Use a flip chart during the discussion to write key points and employee responses. This technique visually reinforces your instruction.

MATERIALS CHECKLIST:
Example of approved air nozzle
Flip chart and marking pens

MEETING
INTRODUCTION
Compressed air mishaps usually involve abuse, misuse or inattention to hoses or nozzles. Lack of attention to safety or not knowing the proper procedures when handling compressed air have led to many accidents and deaths. Compressed air can strike you blind, deaf or dead at very low pressures. These may sound like harsh words, but they are not. Compressed air is something we use in so many different ways, almost without thinking. We have to remind ourselves to handle this power source with care and attention. Today we are going to learn about compressed air in the workplace and how to safely use it.
**COMPRESSED AIR SAFETY**

**Leaders Guide**

**Question:** What are some of the dangers associated with compressed air?

**Answer:** Compressed air can cause injury or death on contact with the body. It can strike the eyes, causing blindness. If it enters the ears, it can cause deafness. If penetrating the skin it can cause serious internal damage.

**Question:** Why should we wear the proper PPE when using compressed air?

**Answer:** To protect your eyes from the effects of compressed air and flying debris, wear safety eyewear. Because of the shrill noise of air tools, you may also need to wear hearing protection.

**Question:** What is the maximum pressure (PSI) that OSHA allows for part cleaning or to clean a machine with air?

**Answer:** Compressed air shall not be used for part or machine cleaning purposes except when the pressure is reduced to less than 30 PSI, and than only with effective chip guarding and personal protective equipment being used.

**Question:** What is the OSHA regulation regarding the use of compressed air to clean off clothes (i.e. blow off yourself)?

**Answer:** Employees are never to use compressed air to clean themselves, another employee, or their clothing.

Show the air gun that you brought to the meeting.

**Question:** What is unique about his air gun?

**Answer:** All compressed air nozzles (i.e. air guns) are to have relief valves or relief ports to ensure the air pressure remains at 30 PSI or lower when the tip is blocked.

**SUMMARY:**
Today we discussed the dangers associated with compressed air, the importance of PPE, and the rules regarding the use of compressed air. Ignoring or not understanding all the risks associated with compressed air can cause death or serious injury to you or a co-worker. Is it worth the risk?
COMPRESSED AIR SAFETY

Leaders Guide

EMPLOYEE HANDOUT

A. Employee Handout
B. Compressed Air Safety Quiz
C. Compressed Air Safety Puzzle

QUIZ ANSWERS:
1. C
2. False
3. True
4. C
5. True
6. At least once daily
7. C
8. False
9. D
10. True
11. False
12. False
13. False

PUZZLE ANSWERS:

Compressed air and pneumatic tools:
WHEN USING AIR GUNS BE SURE TO SET YOUR SIGHTS ON SAFETY

Horseplay and compressed air:
PLAYING WITH COMPRESSED AIR CAN BLOW YOUR SAFETY RECORD
COMPRESSED AIR SAFETY
Employee Handout

WHAT'S AT STAKE
Compressed air can make short work of everything from changing tires to nailing and stapling, but its power demands respect.

WHAT'S THE DANGER
Thousands of debilitating and fatal injuries have occurred as a result of air hoses accidentally whipping out of control and striking workers, people unintentionally lodging nails or staples into their heads or bodies while using air tools, or having compressed air enter their bodies.

EXAMPLE
Forty pounds of air pressure released from the nozzle of an air gun passing four inches from the ear can cause rupture of the ear drum or cerebral hemorrhage resulting in death. The same pressure passing this distance from the eyes or mouth can cause blindness or rupture of the lungs, stomach or intestines.

Not only are the body openings vulnerable. If workers use compressed air for cleaning dust off their clothing, the slightest scratch or puncture in the skin will permit air to enter. The affected part immediately swells to huge proportions and becomes extremely painful.

Compressed air can cause injuries in other ways too. If it is used to blow shavings, dust, filings or chips from machines it can blow them into the eyes of workmen nearby or even back into the operator's eyes.

HOW TO PROTECT YOURSELF

- Never point an air-powered tool at another person. This type of horseplay can have fatal results.
- Use only air from a compressor. Never use carbon dioxide, oxygen or combustible gases to power a tool.
- Always check tools and compressed air lines daily before using them and blowing out air lines, pointing the hose away from you and anyone else in the vicinity. Make sure tools and their operating parts are securely attached.
- If the air pressure can be adjusted, keep it as low as possible to allow you to do the job, while at the same time reducing the possibility of injury.
- Using appropriate personal protective equipment (PPE) is a must. PPE requirements will vary with the task being performed, but safety glasses, hearing protection; impact-resistant face protection, hardhats, safety shoes and vibration-reducing gloves are commonly used.
- Never use compressed air to blow work surfaces or clothing clean. You can easily end up firing an object into your eye or body or that of a co-worker.

FINAL WORD
Compressed air is useful in the workplace. It is also extremely dangerous. Be aware of the dangers. Know that compressed air can kill you or others if not handled properly.
COMPRESSED AIR SAFETY
Employee Quiz

Answer the following questions to see what you know about compressed air safety.

1. What are the usual causes of accidents involving compressed air?
   a. abuse or misuse of hoses or nozzles     b. inattention     c. either a or b

2. Compressed air is only dangerous at high pressure.
   True or False

3. When handling compressed air, your protective equipment should include safety eyewear.
   True or False

4. Where should hoses be stored when not in use?
   a. in a cool place  b. away from the elements  c. both a and b

5. The longer the hose, the greater the risk of damage.
   True or False

6. How often should air hoses be checked for cracks or bubbles?

7. Which of these are safe ways to block a leak?
   a. with your hand     b. with tape     c. none of the above

8. Compressed air is a safe way to blow dust off clothing.
   True or False

9. Which should you do when changing tools?
   a. turn off the air supply     c. tighten connections
   b. depressurize the line     d. all of the above

10. Compressed air can cause internal injuries that result in death.
    True or False

11. Horseplay involving compressed air is always harmless fun.
    True or False

12. If your clothing gets dusty, you should blast it with some compressed air.
    True or False

13. Since everyone knows to look out for them, it’s okay to run air hoses across the ground anywhere you need to.
    True or False
COMPRESSED AIR SAFETY  
Meeting Sign In Sheet

**LOCATION**

**MEETING DATE** __________

**MEETING CONDUCTED BY**

**CONTENTS OF MEETING**

(Attach Handouts, etc.)

**ATTENDEES:**

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COMPRESSED AIR SAFETY

Employee Puzzle

Compressed air and pneumatic tools have many hazards, including dust and particles which can damage your eyes.

Horseplay and compressed air are a particularly bad combination. You should never use compressed air for pranks. No kidding!