

Safety Meetings are important!

They: get your employees actively involved
encourage safety awareness
help identify problems before they become accidents
motivate employees to follow proper safety procedures

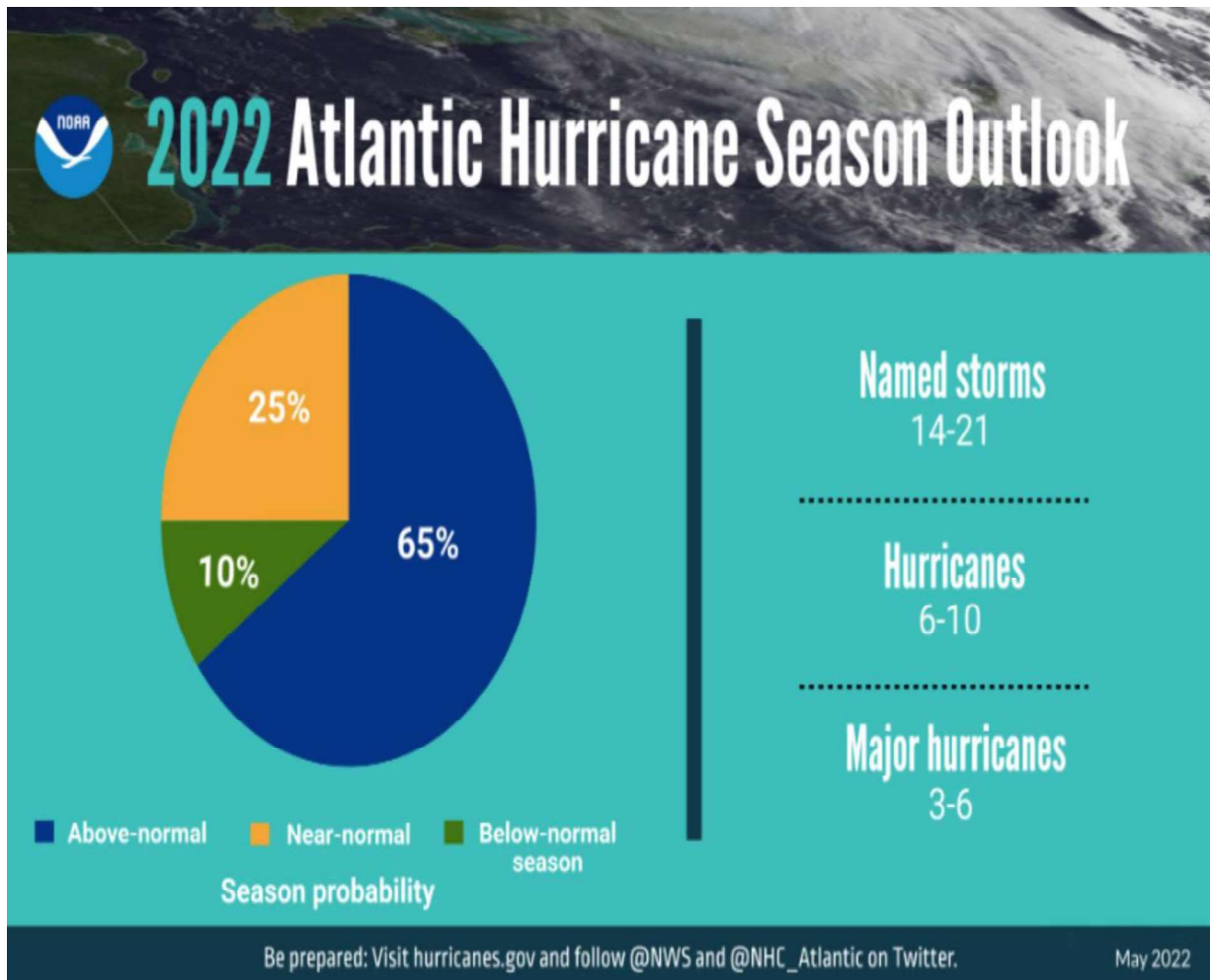
We are happy to provide you with a monthly topic for your agenda.

ROUTE TO:

- General Manager
- Safety Coordinator
- Supervisor Dept. _____
- Other _____
- Date of Meeting _____

June 2022

Hurricane and Flood Preparedness Safe Handling of Cylinders



The Atlantic hurricane season runs from June 1 to November 30 and again this year the National Oceanic and Atmospheric Administration (NOAA) has predicted that there will be an above-average number of hurricanes, for the seventh year in a row.

The Eastern Pacific season runs from May 15th through November 30th. NOAA's prediction for the Eastern Pacific is much more positive with a 60% chance of a below-normal hurricane season.

NOTE: These predictions are for the number of hurricanes and do NOT predict the number of hurricanes that may make landfall.

PREVENTION IS KEY!

As FEMA Administrator Deanne Criswell said, "Hurricane Ida spanned nine states, demonstrating that anyone can be in the direct path of a hurricane and in danger from the remnants of a storm system. It's important for everyone to understand their risk and take proactive steps to get ready now by visiting [Ready.gov](https://www.ready.gov) and [Listo.gov](https://www.listo.gov) for preparedness tips, and by downloading the FEMA App to make sure you are receiving emergency alerts in real-time." Nadeau.Robert. "Seasonal Outlook: 2022 NOAA Hurricane Season Outlook."



Hurricane Preparedness
Determine Your Risk

NOAA

-  Storm surge
-  Strong winds
-  Tornadoes
-  Flooding & rainfall
-  Rip currents

weather.gov 



1. Determine your Risk. This includes five hazards that are often associated with hurricanes: storm surge, tornadoes, rip currents, strong winds and inland flooding.
2. Develop an Evacuation Plan. These steps include: determining if the property is in an evacuation zone (and what level zone), have a “go bag” for supplies, follow evacuation orders, plan alternate evacuation routes and plan for pets.
3. Assemble Disaster Supplies such as: food and water, full gas tank, money, medical supplies and prescriptions, radio, batteries and phone chargers.
4. Get an Insurance Checkup before storm season. You should check with your agent and know your policy terms/limitations, keep insurance documents with you and consider flood insurance.
5. Strengthen Your Home/Business including: cover windows, trim trees, secure doors and outdoor items (including cylinders), move vehicles to a safe location and consider lining trucks up next to each other.
6. Help Your Neighbor to prepare, check in after the storm passes and help them evacuate, if necessary.
7. Complete a Written Plan for businesses the Hurricane Preparedness information should be included in the Facility Emergency Action Plan. The plan should include a contact list, what/how to prepare and all personnel (or family members) should be trained on the plan.

Along with Hurricanes comes the risk of flooding; the GAWDA Safety Committee has prepared a Flood Preparedness Best Safety Practice.

This document, found on the following page, outlines ways to keep both your personnel, assets and reminds us of steps to take.



PURPOSE	To provide a set of proposed guidelines for emergency preparedness of welding distributors and fill plants in the event of a flood
RESPONSIBILITY	All facility personnel
AUTHORITY	Facility manager and or fill plant manager

Flood Emergency Preparedness

The safety of employees and customers takes precedence over all tangible items and facilities.

Personnel Safety

- a. Check with the county planning department and government sites flood maps for risk of flooding in your area
- b. Check your facility as it correlates to nearby bodies of water
- c. Establish an evacuation route that uses higher ground to escape
- d. Establish a meeting place for all personnel
- e. Establish a contact out of the local area who is not in the immediate area as the person personnel should check in with—this provides one person not in immediate danger to have information for personnel in danger
- f. If you must stay at your location or are trapped, choose the highest point at your facility with an end game escape route
- g. Generate local emergency contact data (phone, e-mail, and text) for municipal agencies
- h. Add information to Facility Emergency Action plan and train personnel on procedures

Protection of Assets

- a. Ensure all pertinent documents are kept in a high-water location
- b. Provide off site monitoring of all computers backed up daily
- c. It is suggested that offsite monitoring of all camera systems with a backup system is in place
- d. Consider installing a backup generator in a high-water location.
- e. Consider flood insurance
- f. Review, at regularly scheduled interval / 60 days prior to renewal, your property, liability, and loss of business insurance coverage
- g. Store and constantly refresh insurance contact data
- h. Establish and maintain a backup product supply chain for critical customer deliveries
- i. Establish after hours contacts for emergency contact
- j. Consider where to park vehicles and securing tanks or cylinders if expecting a flood situation

After the Flood

- a. Consider reviewing, and updating as necessary, the recovery plan and communicating it with staff. That way you're ready for cleanup and restarting operations when the flood subsides. CGA SA-30, Safety Alert, HANDLING Cylinders After Natural Disaster Exposure and SA-31, Safety Alert, Receiving Cylinders After Natural Disaster Exposure are good reference documents.



PURPOSE	To provide guidelines for the safe handling and use of cylinders
RESPONSIBILITY	All individuals handling and/or using 6 packs, 12 packs, manifolded, cradled or stand-alone cylinders
AUTHORITY	Plant Manager, Operations Manager, Distribution Manager

Safe Handling of Cylinders

Introduction

Cylinder handling is the greatest source for employee injuries in our industry and we are committed to the health and safety of all employees. The safe handling of cylinder practice decreases the chance of injury or incident.

The safe cylinder handling practice applies to all employees that handle compressed cylinders, portable cylinders banks (aka ,banks, clusters, packs) or liquid dewars. Any employee handling cylinders must be fully trained on Hazard Communication and the Personal Protective Equipment policy. When handling cylinders safety glasses, leather palmed cotton-backed gloves and safety shoes must be worn.

Key Considerations

1. Evaluate the path of movement prior to moving cylinders.
2. Manual rolling and lifting of cylinders is discouraged if other means or available. The use of hand carts, forklifts, pallet systems or similar material-handling devices are strongly encouraged.
3. If a cylinder is falling, DO NOT attempt to catch or stop its fall.
4. Always wear the proper personal protective equipment:
 - Safety Glasses
 - Leather or other suitable gloves
 - Safety Shoes
5. Consideration should be given to the employees' physical condition and ability to perform and handle the task.



Handling of Individual Cylinders

1. Manual rolling of cylinders shall be minimized as much as possible to prevent loss of control and possible injury to employees.
 - An adequate hand cart should be used for moving cylinders distances of greater than 15 feet (4.6 m) for improved efficiency and safety.
 - Hand carts should be easy to maneuver and designed such that the user has clear vision of the path of movement.
2. Only approved cylinder handling equipment shall be used for the movement of cylinders. Approved cylinder handling equipment includes, but is not limited to the following:
 - Cylinder hand trucks of suitable design, size, and strength
 - Portable liquid cylinder hand carts designed specifically for this purpose.
 - Pallet jacks of suitable design and strength
 - Forklifts of suitable capacity for expected loads.
3. Be alert and aware of the conditions in the areas in which cylinders are to be moved:
 - Debris or objects in the path of cylinder movement
 - Water, snow, ice, or other slippery conditions
 - Uneven or irregular surfaces
 - Areas with ascending or descending surfaces
 - Inadequate aisle width (at least 36 inches is recommended)
3. Never move cylinders over power cords.
4. Avoid pinch points when positioning cylinders on handling equipment for movement.
5. Ensure that cylinders equipped with provisions for protective caps, have caps in place and tightened.
6. Avoid dropping cylinders or allowing them to strike violently against each other, however, when moving cylinders, if cylinders start to fall, let them fall.
Attempting to catch a falling cylinder may result in personal injury

Handling Clusters or Portable Banks

1. The movement of clusters or portable cylinder banks requires special considerations because the combined weight of cylinders and framework can be more than 2000 lbs. (909 kg).
2. Whenever possible, use mechanical means, including hoists, forklifts, and cranes to move clusters and portable banks onto vehicles or within facilities.
3. When mechanical means is unavailable or impractical, use two people to move clusters or portable banks.



4. When manually moving a cluster or portable bank use these precautions to avoid getting trapped by a moving cluster:
 - a. Push, NOT pull, and
 - b. Always leave an exit route.
5. Never manually move a cluster with damaged wheels. A cluster must have good maneuverability to ensure safe movement.
6. Avoid rolling clusters or portable banks over dock plates or levelers when possible.

Handling Portable Refrigerated Liquid Cylinders

1. The movement of portable refrigerated liquid cylinders requires special considerations because the weight of a full cylinder can be more than 800 lbs. (364 kg).
 - a. Excessive or rough handling can damage the liquid cylinder.
2. Use only approved and specifically designed hand carts to move portable liquid cylinders.
3. The minor repositioning or movement of short distances of portable refrigerated liquid cylinders is not advised without the use of hand carts, such as the movement onto and off of scale equipment.
4. Liquid cylinders equipped with wheels are especially prone to tipping due to a high center of gravity.
 - a. Whenever possible, get assistance when moving full liquid cylinders equipped with wheels.
 - b. When moving wheeled containers, travel slowly - these containers tend to be top heavy.
 - c. Never attempt to stop or catch a falling container. Quickly move clear of the container, and let it fall.
 - d. It is permissible for one person to move a wheeled container on a flat surface.
 - The upright, latched handle may be used to push the container in front of the operator.
 - Pushing the container in this manner always keeps the container in full view of the operator, lessens back strain from pulling. and encourages employees to move the container slowly and carefully.
 - e. The movement of a wheeled container up or down a slope, over a rough or bumpy surface or ridge may require two people. Whenever feasible, consider using two people (i.e., a co-worker or customer for this task.)
 - As a general rule, the handler should be in an uphill position from the cylinder.
 - Recommendations on handling a wheeled container on a slope:
 - Follow a wheeled container down a slope.
 - Pull a wheeled container up a slope.
 - If the container were to tip, it would then fall away from the operator.



- f. Where there is a great difference in height between the dock and the vehicle bed, a forklift may be used when loading or unloading a wheeled container.
 - o The liquid container must be properly secured with a strap around the container lifting eye and the forklift mast.
 - o Do not use a forklift for general liquid container handling duties around the plant floor, yard, etc. If not properly positioned and secured, the container is subject to damage from the forks.

Lifting Cylinders

1. To prevent injury, GAWDA does not recommend the manual lifting of cylinders. If manual lifting of cylinders is necessary, however, the following lifting techniques may be used to make injury less likely.
 - a. Position the cylinder close to the body and ensure a firm grip.
 - b. Keep feet at approximately shoulder width.
 - c. Keep elbows tucked close to the body.
 - d. Keep back straight and lift using leg strength.
 - e. Whenever possible, ask for assistance.
 - f. With pickup trucks, using the tail gate for leverage and using the dock as leverage.

Pickup trucks

1. When loading or unloading from a pickup to the ground, use the tailgate for leverage.
2. When loading or unloading from a pickup to the dock, use the dock for leverage.

Practices to Avoid When Handling/Moving Cylinders

1. Use of Electric Magnets.
2. Use of Slings (unless you have specified proper slings and SOPs).
3. Use of cylinders as rollers to move other objects (whether full or empty).
4. Lifting a cylinder by the valve protection cap, collar, or other valve protection device.
5. Moving a cylinder that is designed to have valve protection without the protection in place.

If you have any questions on this or any other OSHA, EPA, or DHS issues, please contact me.

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