

SAFETY RULES. (cont'd)

Never attempt to make a coupling or work between cars on the short side of a curve.

Don't swing a sledge or hammer that you know is working loose on the handle, thinking it won't come off till "next time."

Don't expect your helper to be as good a mechanic as you are. He isn't or he wouldn't be a helper.

A guard is placed on a machine solely for your protection. Don't operate a machine without the guard in place.

Stop machine before oiling, wiping or repairing it, and don't try to operate a machine you don't understand.

Never try to shift a moving belt by hand.

If you know of some machine not properly guarded, don't wait until someone gets hurt and say, "I told you so." Tell your foreman before an accident happens and ask him to supply a proper guard.

Always bend nails down before throwing boards away. Many serious injuries result from stepping on protruding nails.

Cultivate a habit of caution.

Extreme care must be used in handling carboys or other vessels containing acids or chemicals.

No one is permitted to operate an elevator unless duly authorized to do so.

Never attempt to step on or off a moving elevator.

Safety goggles, dust goggles and gas masks are issued by the First-Aid Office.

Safety goggles must always be worn for any work when there is danger of injury to the eye.

A fire in the plant may put every man out of work.

Guard the property against fire and protect your job.

It is easier to prevent fires than to put them out after they are started.

Gloves and loose sleeves are very dangerous around machines and should be carefully avoided.

Spitting on the floors or side walls is forbidden.

Always keep to the right in passing through the yard, buildings and stairways.

Do not use ladders unless they are equipped with spikes, hooks or safety ladder feet.

Always place ladders at a safe angle and in a safe location with reference to electric wiring, moving belts and pulleys, etc.

No temporary staging is to be erected or used except under the supervision of the foreman.

In doing overhead work, take pains to keep your tools and material where they will not fall.

Whenever manholes, trap doors or other openings are uncovered, protect them with portable guards.

Do not fool with compressed air.

It is forbidden to step on the slasher saw table while the saws are running. If saws become blocked, motor must be shut down before workers are allowed on table.

Whenever an electric motor is shut down for repairs to machinery, a "Danger" tag shall, always and without exception, be tied to the Starter Handle by the foreman or man responsible and under no circumstances shall the motor be started until the foreman or some authorized and responsible person sanctions re-starting and removes the "Danger" tag from the Starter Handle.

It is forbidden to run leaders around rolls on wet machines unless an employee is previously stationed at the friction so that the machine may be instantly shut down in an emergency.

All employees must have their feet protected by shoes or sandals while on duty.

Employees must not eat in any room where lead is used, such as the Paint Shop, Pipe Shop, etc.