

# NJ Department of Labor & Workforce Development

Office of Public Employees' Occupational Safety & Health

10 most frequently cited standards for period of  
May 1, 2014 through September 30, 2014

Rank &  
Frequency

Standard

1 (60)

N.J.S.A. 34:6A-33(a): The employer did not provide the employees with a place of employment which was free from recognized hazards:

- No reverse/stop mechanism on automatic overhead doors

3 Options are available:

1. Install sensors which detect objects in path of closing door
2. Install deadman switch on door closer (button must be held down)
3. Install a sign which reads. "Operator must remain at controls while door is in motion"

The Safety Director office considers Options 1 or 2 the best practice

- ANSI/ALI ALOIM "Safety Requirements for Operation, Inspection, and Maintenance of Automotive Lifts", Automotive lifts not inspected at least annually

Automotive lifts must be inspected by a qualified or certified lift inspector. Training can be conducted through the Automotive Lift Institute. Their website is [www.autolift.org](http://www.autolift.org)

- Training requirements for miscellaneous machinery/equipment not covered by 29 CFR 1910 or 29 CFR 1926.

Employers must provide documented training for such equipment as front-end loaders, backhoes, utility vehicles, ride-on mowers, chainsaws, etc.

Start by providing copies of the Owners Manual to operators and require a signed receipt that the operator has reviewed the manual and has been given the opportunity to ask questions.

Consider developing a skill sheet – a list of skills that an operator should be able to perform; pre-use inspections, proper use, set-up, cleaning, etc. The Owners Manual provides much of the skills and how to perform them.

2 (55)

29 CFR 1904.29(a): The log of recordable occupational injuries and illnesses (OSHA Form 300 or equivalent) was not maintained at the establishment.

Employers must make available 5 years of OSHA 300 (or NJOSH-300) Injury Logs upon request of NJPEOSH inspectors. Download NJ guide at [http://lwd.dol.state.nj.us/labor/forms\\_pdfs/lse/NJOSH300.pdf](http://lwd.dol.state.nj.us/labor/forms_pdfs/lse/NJOSH300.pdf)

Employers must post the previous years OSHA 300A (or NJOSH-300A) Injury Summary Logs from February 1 to April 30 of the following year. Summary Logs must be posted in each department and reflect the injuries of that department.

- 3 (30) 29 CFR 1910.303(b)(1) & (b)(7)(iv): Electrical equipment had damaged parts that could adversely affect safe operation or mechanical strength of the equipment, such as parts that were broken, bent, cut, or deteriorated by corrosion, chemical action, or overheating.

This is often bare wires or damaged insulation on the cords and plugs of electrical equipment such as electric saws or block heaters. Workers need to be reminded to take such equipment out of service and properly repaired. These items should be stressed during monthly facility inspections.

- 4 (26) N.J.A.C. 12:100-7.5(a): A hazard communication program was not developed, implemented, and maintained at each workplace which at least describes how the criteria specified in N.J.A.C. 12:100-7.6, 7.7 and 7.8 for labels and other forms of warning, material safety data sheets, and employee information and training will be met.

A model Hazard Communication plan was included on the CD distributed by the Safety Director earlier this year. The state model plan is available at <http://www.state.nj.us/health/peosh/hazcom.shtml#model>

- 5 (23) 29 CFR 1910.39 (a): The employer did not have a fire prevention plan as required by 29 CFR 1910.157(a).

A model Fire Prevention plan was included on the CD distributed by the Safety Director earlier this year.

- 5 (23) 29 CFR 1910.145(c)(3) Safety instruction sign(s) were not used where there was a need for general instructions and suggestions relative to safety measure(s):

This citation generally refers to two deficiencies:

1. Safety signs / labels on equipment were missing, defaced, or otherwise illegible.
2. Sign stating, "Eye protection is required" for various machines such as bench grinders.

- 6 (20) 29 CFR 1910.132(d)(1): The employer did not assess the workplace to determine if hazards were present or likely to be present which necessitates the use of personal protective equipment (PPE).

Employers must have a written Job Hazard Assessment for tasks that required personal protective equipment

A blank JHA form is provided, as is a sample completed form. Contact the Safety Director office for about 50 additional completed forms. Completed forms will need to be reviewed and 'certified' by a representative of the employer.

- 7 (19) 29 CFR 1910.305(b)(2)(i): Pull boxes, junction boxes, and fittings were not provided with covers identified for the purpose.

Electrical boxes and other fittings, such as elbows, must be fitted with a proper cover.

- 8 (17) 29 CFR 1910.147(c)(1): The employer did not establish a program consisting of an energy control procedure and employee training to ensure that before any employee performed any servicing or maintenance on a machine or equipment where the unexpected energizing, start up or release of stored energy could occur and cause injury, the machine or equipment would be isolated, and rendered inoperative in accordance with 29 CFR 1910.147(c)(4)

Employers must develop a written Lock Out / Tag Out (Control of Hazardous Energy) Program. A model program was also on the CD.

- 8 (17) 29 CFR 1910.157(e)(2): Portable fire extinguishers were not visually inspected monthly.

Fire extinguishers must be visually inspected each month. The inspections are often performed by an employee. Employees can be trained to perform the inspection by attending the MSI's Fire Extinguisher class or similar training. It is recommended the rear of the extinguisher tag is dated & initialed to document the inspection.

- 8 (17) 29 CFR 1910.176(b): Material stored in tiers was not stacked, blocked, interlocked or limited in height so that it was stable and secure against sliding and collapse.

Shelving units must be bolted or otherwise secured against tipping. Inspectors also cite objects such as ladders and materials such as lumber if they are not bungeed or otherwise secured.

- 8 (17) 29 CFR 1910.305(a)(2)(i): Temporary electrical power and lighting installations rated 600 volts, nominal, or less were used for purposes other than those permitted in subparagraphs (a), (b) and (c) of this paragraph: (Extension Cords)

This citation is usually for using extension cords in place of fixed wiring.

Extension cords should only be used for a short period of time to complete a specific task. Extension cords may not be secured to furniture, stapled / nailed to surfaces, or run through walls or ceiling tiles.

- 9 (16) 29 CFR 1910.38(a)(1): The Emergency Action Plan was not in writing, kept in the workplace and available to employees for review.

A model Emergency Action Plan was included on the CD distributed by the Safety Director earlier this year.

- 10 (15) 29 CFR 1910.147(c)(6)(i): The employer did not conduct a periodic inspection of the energy control procedure at least annually to ensure that the procedure and the requirements of the this standard were being followed.

A periodic inspection of the LOTO program means each Authorized Employee must be watched performing LOTO on a piece of equipment. The observation must be in writing and 'certified' by another Authorized Employee.

- 10 (15) 29 CFR 1910.304(g)(5): The path to ground from circuits, equipment, and enclosures was not permanent, continuous, and effective.

Proper wiring of outlets can be verified with a \$5 tester. Improper wiring can lead to fires.