

# Overview and General Safety

## 1A.1. Preface

This manual is provided as a guide to personnel involved with the installation, operation, and maintenance of Baum Pneumatics Equipment. Operators, Inspectors, and Maintenance personnel of Baum supplied equipment should read and become familiar with the general procedures and information contained within this manual. In addition we recommend that this manual be kept readily available for reference before beginning any operation or work associated with this equipment.

Safety precautions and instructions for awareness and information on potential hazards are found throughout this manual. Due to the complexities of the systems in which this equipment is used and the environments in which it operates, situations may arise which are not directly discussed in detail in this manual. When such a situation arises, past experience, availability of equipment, and common sense play a large part in what steps are to be taken. In addition, a Baum service representative is available to answer your questions, perform inspections and safety reviews, provide operator training, and supervise maintenance crews upon request.

*Please feel free to contact a Baum Pneumatics representative at the following office:*

Baum Pneumatics Inc.  
16 – 1780 McLean Avenue  
Port Coquitlam, B.C. Canada V3C 4K9  
PH (604) 945-4507 FAX (604) 945-9925  
Hank Baum Cell (604) 803-4618  
Email: Info@baumpneumatics.com

## 1A.2. General Safety

All parts of the equipment and the system into which it's installed must be used in keeping with Sound safety practices. This manual contains safety information designed to be used in two ways: first as a primary reference for operators and plant maintenance personnel, providing them with details and explanations of operational and maintenance safety procedures; and second as a training tool within your plant's safety program.

Safety begins with properly designed and manufactured equipment. To that end, Baum has designed this equipment with safety in mind. However, the use of the equipment is subject to certain hazards that cannot be met by mechanical means alone, but only by the exercise of intelligence, care and common sense. Once the equipment enters service, Baum has no direct control over its inspection, maintenance, or operation. For this reason, safety in the field is the responsibility of the user.

**CUSTOMERS ARE CAUTIONED to provide adequate Protection, Warning and Safety Equipment necessary to protect personnel against hazards involved in installation and operation of this equipment in the system or facility.**

The following notes provide basic safety guidelines that should be incorporated into a comprehensive safety program at your plant.

- Do not remove warning signs from the equipment. If warning signs become damaged, contact Baum Pneumatics Inc. for replacements.
- Make certain that all barriers, covers, and guards are in place before starting the equipment.
- Keep aisles around equipment clear of unnecessary or potentially hazardous articles.
- Wipe up spilled oil, grease, or water to minimize the risk of slips and falls.
- Keep clothing and all parts of the body away from moving machinery parts.
- Keep hands away from belt and chain drives.
- Wear appropriate safety protection equipment as required by the job and environment. This includes hard hats, safety shoes, hearing and eye protection, dust masks, etc.
- Read and understand all safety related information in this manual.

### 1A.3 Warning Signs and Colors

Signs of various types are posted throughout this manual and on the equipment to warn the end user of potential hazards associated with the operation of this machinery. These signs aid in the safe and efficient operation of this equipment, and it is recommended that periodic inspection of all signs be included in the machine's inspection program. If signs are missing, damaged or illegible, they must be cleaned or replaced to maintain the safe operation of the equipment. Replacement warning signs are available for a nominal charge by contacting the Baum Pneumatics Inc. representative at the address listed in Section A.1. Refer to Section B.5. for a complete list of warning signs.

Signs used in this manual and on the ESR Feeder use the following signal words to emphasize important and critical instructions.

**DANGER**

Danger is used to indicate an imminently hazardous situation which, if Not avoided, will result in death or serious injury. This signal word is to Be limited to the most extreme situations.

**WARNING**

Warning is used to indicate a potentially hazardous situation which, if not Avoided, could result in death or serious injury.

**CAUTION**

Caution is used to indicate a potentially hazardous situation which, if not avoided, may result in minor or moderate injury or property damage.

**NOTICE**

Notice is used for special instructions, which are important, but not hazard related.

### A.3. (cont.)

Paint Colors used to warn of potential hazards:

- Safety Yellow** –Physical hazards that could cause stumbling, falling, tripping, striking against and being caught between. i.e. Handrail, Ladders, Guards
- (Hi Visibility Yellow)**
- Safety Orange** -Moving parts that may cut, crush, or strike i.e. levers, rotors

### 1A.4. Lockout/Tag out Procedures

When performing inspection or maintenance on Baum equipment, always follow Lockout/Tag out procedures as required by OSHA 29 CFR part 1910.147 and outlined in ANSI Z244.1. Refer to the maintenance section of your owner's manual prior to performing any maintenance. If the specific topic is not covered, contact Baum for advise before proceeding.

Lockout/Tag out Procedures are intended to protect personnel working on or around the equipment by preventing accidental start up and exposure to hazardous energy release such as electrical shocks and stored energy. The procedure requires that individual locks and tags be placed on controls, shutoff switches, valves, or other devices to prevent usage until the person who installed the lock removes it. Never attempt to operate any control device when it is locked and tagged out.

### 1A.5 OSHA required Lockout/Tag out Procedures:

1. A documented and established site policy on the steps to follow for lockout and tag out  
Such as:
  - a. Notify all affected people including supervisors before lockout or tag out is used.
  - b. Shut off the affected machine, equipment, system or function in a manner consistent with proper shut down procedures.
  - c. Disengage, isolate or release energy supply or source.
  - d. Apply individual locks and tags on controls, or other devices to prevent usage.
  - e. Try or test the equipment to check that the energy has been removed before service or maintenance.
2. Employee training about the facilities Lockout/Tag out Procedures at the facility.
3. Identification and location of shutoff switches and controls that isolate hazardous energy are predetermined at the site facility.
4. After maintenance is complete and each Lockout/Tag out is removed by the appropriate individual, all affected people are notified, and the energy or power is restored.

### 1A.6 Confined Spaces Procedures

Certain areas of this equipment may be considered a Confined Space, or a Permit Required Confined Space, per OSHA 29 CFR Part 1910.146 and outlined in ANSI Z117.1. If the Equipment is so designated, a warning sign will be posted, and a documented and established site policy must be referred to detailing the steps to follow before any entry is allowed. These procedures, along with Lockout/Tag out, must be followed before any entry is attempted into a confined space or permit required confined space.

### 1A.7 Material Safety Data Sheets (MSDS)

In order to transfer MSDS information from our suppliers to our customers, Baum Pneumatics Inc. will provide this service on customer request. All customer requests need to be specific because of the volume and complexity of the MSDS system. To correctly identify the appropriate MSDS, the Baum Pneumatics job number must be known. Inquiries concerning the MSDS information can be addressed to the Baum Pneumatics Inc.