

Accident Prevention Tags



Overview

All tools, equipment, and machinery must be inspected regularly in accordance with manufacturer guidelines and all applicable regulations, in order to protect users from physical hazards. The Occupational Safety and Health Administration (OSHA) mandates that employees are protected against accidental injury from hazardous or potentially hazardous equipment, by using accident prevention tags to communicate hazards until they can be eliminated.

- **Damaged tools and equipment** must be immediately taken out of service and discarded, or affixed with an accident prevention tag to alert users of the hazards posed by the equipment.
- **Tools that are unsafe to operate** but are not damaged, must be immediately taken out of service and affixed with an accident prevention tag. An example of this would be a tool or piece of equipment missing a guard that exposes the operator to a hazard.

This Update has been established to provide guidance for employees who use and encounter accident prevention tags.

Applicability

The Accident Prevention Tag Update applies to the users and supervisors of equipment in all Weill Cornell Medicine locations. Equipment, machinery, or tools found to have any safety deficiencies must be immediately repaired, discarded, or tagged to prevent use.

NOTE: This tagging system is not applicable to the control of hazardous energy. Tags used for control of hazardous energy while performing service or maintenance on equipment or machinery must comply with the requirements of the Environmental Health and Safety Energy Control: Lockout/Tagout Manual (7.4.2).

Responsibilities

Equipment Users must, at a minimum, conduct a visual inspection of tools, equipment or machinery for damage prior to use.

- **Alert the equipment supervisor** of any safety issues or damage to the equipment.
- **Do not use any equipment that has been damaged** or has safety issues. Equipment with an accident prevention tag cannot be used.
- **Contact the person/department that applied the tag** to re-inspect and remove a tag after the identified hazard has been eliminated.

Equipment Supervisors will ensure that all equipment, machinery, and tools are inspected regularly. Any safety concerns raised by equipment users must be investigated immediately.

- **Must maintain a stock of approved Accident Prevention Tags.**
- **Must ensure that all damaged equipment** or equipment with a safety issue is immediately repaired, discarded, or tagged in accordance with this Update. The equipment supervisor must contact EHS to re-inspect and remove any accident prevention tags applied by EHS.

Environmental Health and Safety (EHS) will, during routine inspections, apply tags to any equipment found to be damaged or deemed unsafe for use. EHS will re-inspect equipment once repairs are confirmed by equipment supervisors, and remove the tag if the equipment is safe for use.



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Accident Prevention Tags Guidelines

Equipment found to be deficient during regular inspections must have an accident prevention tag affixed to prevent use. This tag must remain attached until the equipment can be discarded or repaired.

- **Tags that have been affixed to equipment may only be removed** by the person who applied the tag, once the equipment has been repaired or the hazard has been eliminated.
- **Equipment with an accident prevention tag** may not under any circumstances be utilized.
- **Tags must be attached to control(s) of the tool, piece of equipment or machinery.**
- **Tags used to remove damaged** or otherwise unsafe tools, equipment or machinery from service must conform to the following requirements:

The tag must contain a signal word and a major message

- The signal word must be “Danger”
- The major message must be “Do Not Operate”
- Color scheme of the tag can be either red or yellow with lettering or symbols in contrasting colors
- The means of attachment must be of a non-reusable type, attachable by hand, self-locking, and non-releasable with a minimum unlocking strength of 50 pounds such as a nylon cable tie.

Information that must be documented on the Tag

At a minimum, all accident prevention tags used at WCM will contain the following information:



- **Reason(s) why the equipment was removed from service** and any hazards associated with the equipment.
- **Corrective Actions** (if applicable).

- **Signature** of person applying tag.
- **Date** tag was applied.

References

- **29 CFR §1910.145** Specifications for Accident Prevention Signs and Tags