



LAMPTON-LOVE, INC

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**Date:** April 7, 2021

**To:** All Branch Managers

**From:** Gene Maddox  
Safety Director 

**Subject:** Branch Office Monthly Safety Meeting – April 2021

Company policy requires that each branch office hold a minimum of one safety meeting each month with the documentation of the material covered and the attendance being recorded on the “Monthly Safety Meeting Minutes and Attendance Record” (see attached form). **Please detach the Monthly Safety Meeting Minutes and Attendance Record, fill it out and e-mail or fax a copy to Lynn Eldridge. Please keep the original for your records.**

**NOTE: ONLY the Monthly Safety Meeting Minutes and Attendance Records is to be sent in.**

To assist you in complying with this requirement, the following subjects are for your Monthly Safety Meeting, for the month of April 2021. You may add topics, but please document the following topics:

1. News Briefs!!! (Top 10 Roadside HM Inspection Violations For CY 2020)
2. Safety Meeting: (OSHA Requirements for Labels in Revised Hazard Communication Standard)

It is recommended that you thoroughly read this material prior to your meeting.

**It is strongly recommended that you use the 3-ring binder to store the last 12 months of the Safety Meeting Minutes and Attendance Record Form!!! This material should be referred to or used to train new employees from the website. This manual should be kept in an area of the office that is easily accessible to all employees.**

**Be Smart...Be Safe and Be Courteous!!!**



**PROPANE**  
EXCEPTIONAL ENERGY

## **NEWS BRIEFS!!!**

(This monthly “column” will include short newsworthy topics,  
which will serve as a friendly reminder to us all)

### **Top 10 Roadside HM Inspection Violations for CY 2020**

The following table includes the top 10 roadside Hazardous Materials (HM) inspection violations as compiled by the Federal Motor Carrier Safety Administration (FMCSA). The table includes all data information for calendar year (CY) 2020.

| <b>Violation Code</b> | <b>Violation Description</b>                    | <b># of Inspections</b> | <b># of Violations</b> |
|-----------------------|-------------------------------------------------|-------------------------|------------------------|
| 177.834(a)            | Package not secure in vehicle                   | 3,278                   | 3,352                  |
| 107.620(b)            | No copy of U.S. DOT HM registration number      | 1,936                   | 1,936                  |
| 177.817(e)            | Shipping paper accessibility                    | 1,820                   | 1,826                  |
| 177.817(a)            | No shipping papers (carrier)                    | 1,682                   | 1,730                  |
| 172.504(a)            | Vehicle not placarded as required               | 1,540                   | 1,592                  |
| 172.516(c)(6)         | Placard damaged, deteriorated, or obscured      | 1,451                   | 1,534                  |
| 177.823(a)            | No placards or markings when required           | 1,160                   | 1,322                  |
| 172.502(a)(1)         | Displayed prohibited placard                    | 1,243                   | 1,263                  |
| 172.602(c)(1)         | Accessibility of emergency response information | 1,053                   | 1,054                  |
| 172.600(c)            | Emergency response information not available    | 978                     | 981                    |

## APRIL 2021 SAFETY MEETING

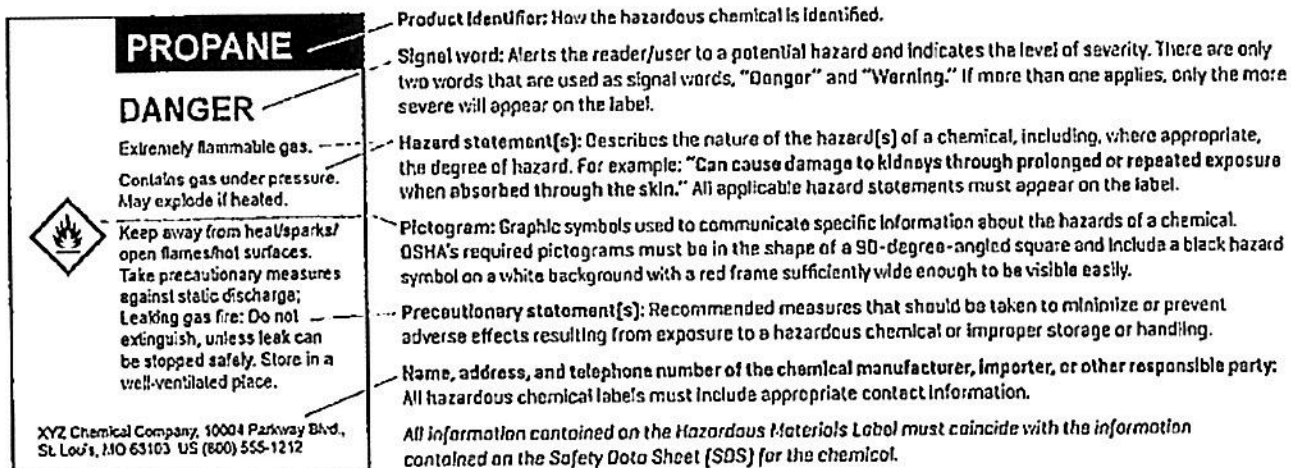
### OSHA Requirements for Labels in Revised Hazard Communication Standard

In March 2012, the Occupational Safety and Health Administration (OSHA) updated its Hazard Communication Standard (HCS) to become more aligned with the United Nations' Globally Harmonized System (GHS) of Classification and Labeling of Chemicals. This Standard requires workers to be trained to facilitate their recognition and understanding of the new labels and safety data sheets.

#### NEW LABEL REQUIREMENTS PROVIDE UNIFORMITY

- 🔥 The HCS mandates that information about chemical hazards be conveyed on labels using quick visual notations that provide immediate recognition of hazards. The labels also must provide instructions on how to handle the chemical so that users are informed about how to protect themselves.

*Per new OSHA requirements, the following must be included on hazardous materials labels:*



*Illustrative sample only. Not an actual label.*

#### OTHER TYPES OF LABELS

- 🔥 OSHA pictograms do not replace the diamond-shaped labels that the U.S. Department of Transportation (DOT) requires for the transport of chemicals, including chemical drums, chemical totes, tanks, or other containers.
- 🔥 Companies can continue to use rating systems such as National Fire Protection Association (NFPA) diamonds or Hazardous Materials Information Systems (HMIS) requirements for workplace labels as long as they are consistent with the requirements of

the HCS. It is required that employees have immediate access to the specific hazard information.

- OSHA requires that all hazardous material containers transported in commerce be labeled according to DOT regulations and include the proper shipping name and material hazard class.
- For cylinders of 100 pounds propane capacity or less, NFPA 58 requires a warning label that includes information on the potential hazards of propane. Check to determine whether this requirement has been adopted in your jurisdiction.



**APRIL 2021**  
**MONTHLY SAFETY MEETING**  
**MINUTES & ATTENDANCE RECORD**

**Company Name:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time Started:** \_\_\_\_\_ **Time Finished:** \_\_\_\_\_

**Instructed By:** \_\_\_\_\_ **Number Attending:** \_\_\_\_\_

**Subject Covered and Comments:**

1. Briefs: 1. Top 10 Roadside HM Inspection violations for CY 2020 \_\_\_\_\_
2. Safety Meeting: OSHA Requirements for Labels in Revised Hazard Communication Standard \_\_\_\_\_

**By my signature below, I certify that I attended and participated in this Safety Meeting and I understand the material presented.**

| Employee Name (Please print) | Employee Signature | License Expires * | Endorsements** | DOT Physical Expires*** |
|------------------------------|--------------------|-------------------|----------------|-------------------------|
| 1.                           |                    |                   |                |                         |
| 2.                           |                    |                   |                |                         |
| 3.                           |                    |                   |                |                         |
| 4.                           |                    |                   |                |                         |
| 5.                           |                    |                   |                |                         |
| 6.                           |                    |                   |                |                         |
| 7.                           |                    |                   |                |                         |
| 8.                           |                    |                   |                |                         |
| 9.                           |                    |                   |                |                         |
| 10.                          |                    |                   |                |                         |
| 11.                          |                    |                   |                |                         |
| 12.                          |                    |                   |                |                         |
| 13.                          |                    |                   |                |                         |
| 14.                          |                    |                   |                |                         |

*\*List driver's license expiration date in this column.*

*\*\*Check licenses for proper endorsements and re-testing (For example: "HazMat") List endorsements in this column.*

*\*\*\*List DOT physical expiration date in this column.*

By my signature below, I hereby certify that the employees listed above have been trained in accordance with the applicable regulation and curriculum for this monthly safety meeting.

**Instructor's Signature:** \_\_\_\_\_

**E-Mail or fax this sheet only to: Lampton-Love, Inc.**

**Gene Maddox/Lynn Eldridge**

**Date:** \_\_\_\_\_

P. O. Box 1607, Jackson, MS 39215-1507

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