

Safety Signs and Color Coding

1. Purpose

The purpose of this policy is to inform all USPL employees of the requirements for safety signs, including the design, application, and use of these signs. The policy has been developed to create uniformity across all USPL locations to produce consistency in warnings and improve employee safety.

2. Scope

This policy applies to all employees and locations. It describes the type of signs found in and around USPL facilities and the requirements pertaining to these signs. Other policies in this manual related to safety warnings and requirements include:

- Bulletin Board Postings
- Hazardous Waste Operations and Emergency Response (HAZWOPER)
- Hazard Communication
- Hearing Conservation

3. Minimum Requirements

	Minimum Requirements	Supporting Documentation
1.	All Supervisors shall ensure that the appropriate safety signs with the required color-coding are used in the appropriate workplace locations.	Sections 5, 6, and 7
3.	Red (red background with white lettering and black markings) shall be the basic color for the following: <ul style="list-style-type: none"> • Danger signs (e.g., warning signs, gasoline cans, etc.) • Signs identifying fire protection equipment • Stop bars, buttons, or switches for emergency shutoff of equipment 	Section 7
4.	Yellow shall be the basic color for designating the following: <ul style="list-style-type: none"> • Cautions • Physical hazards (e.g., machine guards, etc.) 	Section 7

4. Definitions

Sign—A prepared surface used for warning or instructing personnel as to nearby hazards. This term does not include news releases, safety posters, or bulletins used for employee education.

5. General Guidelines for Signs

- A. All Team Leaders shall ensure that the appropriate safety signs and color-coding are used in the workplace.

- B. Each type of sign shall be uniform in color and design and follow the classifications and color-coding requirements given below (see Sections 6 and 7, respectively).
- C. Signs shall be furnished with blunt or rounded corners and shall be free from sharp edges, splinters, burrs, or other sharp projections. Fastening devices for the signs must be positioned so they do not constitute a hazard.
- D. An existing sign shall be replaced if it does not conform to standards, contains misleading information, or is too damaged to be easily read.

6. Safety Signs—Types and Uses

- A. Guidelines for use of safety signs is shown in the table below. Pictures are for illustration purposes.

Type of Sign	Use and Location
<p>USPL identification sign</p> 	<p>Name of the operator and a telephone number (including area code) where the operator can be reached at all times. Located near the entrance gate to facilities.</p>
<p>Product or chemical identification</p>	<p>Posted to identify the contents of containers, tanks, and other stationary vessels.</p>
<p>“Danger - Benzene. Cancer Hazard” warning</p>	<p>Posted at all vessels containing gasoline, JP8, and Avgas.</p>
<p>Emergency</p>	<p>For emergency shutdown switches and stop buttons.</p>
<p>PPE signage</p> 	<p>Posted at appropriate locations within facilities.</p>
<p>Danger - No Smoking</p> 	<p>Posted at appropriate locations, e.g., near entrance gates.</p>
<p>Danger - No Smoking Open Flame</p> 	<p>On the fence near the entrance to pump stations and breakout tank stations.</p>
<p>High Voltage</p> 	<p>Entrances to all buildings, rooms, or enclosures containing exposed live parts or exposed conductors operating at over 600 volts.</p>
<p>Stop</p>	<p>Posted at appropriate places within station.</p>

Type of Sign	Use and Location
	
<p>Stop line adjacent to stop signs</p>	<p>Located at least 20 feet from the entrance to the loading rack.</p>
<p>Rules for loading</p>	<p>Posted near the restraining stop line at the loading rack.</p>
<p>“Top-Loading Procedure” or “Bottom-Loading Procedure”</p>	<p>Posted at the loading rack so that it is visible to the loader.</p>
<p>Danger—Permit-Required Confined Space, Do Not Enter</p>	<p>Posted at all entrance points to confined spaces that can be entered without tools or keys.</p>
<p>Exit</p> 	<p>Posted near any building exit. It should be distinctive in color, provide contrast to the surroundings, have at least six-inch-high letters, and be suitably illuminated.</p>
<p>Not an Exit</p> 	<p>Posted near any building door, passage, or stairway that is neither an exit nor an access to an exit but is so located or arranged that it may be mistaken for an exit. Lettering on this sign shall read “Not an Exit” or similar phrasing, or the sign shall indicate the passageway’s use, such as “To Basement,” “To Storeroom,” “To Linen Closet,” etc.</p>
<p>Hearing protection</p> 	<p>Posted in areas where noise levels exceed 85 dBA.</p>
<p>Equipment Starts Automatically</p> 	<p>Posted near equipment that could start unexpectedly and cause an injury.</p>
<p>Speed limit</p> 	<p>Posted at the entrance to a facility.</p>
<p>Waste accumulation area</p> 	<p>All waste accumulation areas and satellite accumulation areas.</p>
<p>Caution</p>  	<p>CAUTION indicates a hazardous situation which, if not avoided, could result in minor or moderate injury.</p>

Type of Sign	Use and Location
Danger 	DANGER indicates a hazardous situation which, if not avoided, will result in death or serious injury.
Notice    	NOTICE is used to address practices not related to physical injury.
Safety instruction 	Safety instruction (or equivalent) signs indicate specific safety-related instructions or procedures.

7. Color Coding

- A. Employees shall follow the color-code applications as specified in 29 CFR 1910 in all painting and marking of company facilities and equipment.
1. Red (predominantly red with lettering in a contrasting color for signs) shall be the color for the following:
 - a) Danger (e.g., danger signs, gasoline cans, etc.)
 - b) Fire protection equipment and apparatus
 - c) Stop (e.g., emergency stop bars, buttons, and switches for equipment)
 2. Yellow (predominantly yellow with lettering in a contrasting color for signs) shall be the color for the following:
 - a) Caution signs
 - b) Warnings against such unsafe practices such as stumbling, falling, tripping, striking against, caught-in-between, etc.
 3. Orange shall be the basic color for the identification of dangerous parts of machines of energized equipment that may cut, crush, shock, or otherwise injure.
 4. Green and white shall be the basic colors for safety instruction signs.

Note: A white background with blue lettering is generally used for information signs and bulletin boards.
- B. Hose colors for use with compressed gases should be color-coded as follows:
1. Red—flammable gases
 2. Green—oxygen
 3. Black—breathing air
 4. Blue—inert gases

8. References

1. OSHA, U.S. Department of Labor, 29 CFR 1910.37, "Maintenance, Safeguards, and Operational Features for Exit Routes"; 1910.97, "Nonionizing Radiation"; 1910.145, "Specifications for Accident Prevention Signs and Tags"; 1910.147, "The Control of Hazardous Energy (Lockout/Tagout)."
2. ANSI Z535.4, Product Safety Signs and Labels