

Job site: \_\_\_\_\_  
 Foreman: \_\_\_\_\_

Date: \_\_\_\_\_  
 G.C. \_\_\_\_\_

<b>SMOHIT Safety Sense</b> Toolbox Talks for the Sheet Metal Industry	<b>Criteria for Safety Symbols</b>	<b>Instructor Tips</b>
	<ul style="list-style-type: none"> <li>• Today's workforce is comprised of a wide range of social and educational backgrounds, along with different languages and abilities to comprehend and understand information. Signs and labels that only use words do not always successfully communicate all hazards and safety messages to all workers. That is why signs, labels, and symbols have become common methods for conveying hazardous situations and safety practices throughout the shop and the job site.</li> <li>• The American National Standards Institute, or ANSI, provides the general standards for the use of safety symbols to identify and warn against hazards, and to provide information to avoid injury.</li> <li>• ANSI provides four types of symbol designs for communicating different types of messages. The four types of symbol designs are hazard alerting, mandatory action, information, and prohibition.</li> <li>• Hazard-alerting symbols should be drawn within a yellow equilateral triangle when a surround shape is desired. One example of a hazard-alerting symbol is a rotating gear hazard sign.</li> <li>• Mandatory action symbols are white images within solid blue or black circular surround shapes. The dark and light parts are reversed when a surround shape is not in use. An example of this type of symbol is a mandatory sign depicting a pair of gloves. This would mean that protective gloves are required for work in that particular area.</li> <li>• Information symbols are usually placed in square or rectangular backgrounds when a surround shape is used.</li> <li>• With prohibition symbols, the surround shape is mandatory. This consists of a circular band with a diagonal slash at 45° from the upper left to the lower right of the circle. The image must be black with a red or black circular band and slash, and a white background. A white border must be used on the slash when both the circular band and image are black. A no-smoking sign is an example of a prohibition sign.</li> <li>• Because symbols can be used on any product or area, they must be large and clear enough to be able to read at a distance. Symbols on safety signs should be placed within the normal field of vision and close to the hazard or area for potential hazard.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Review the types of mandatory safety symbols and point out examples of these safety symbols used in your shop or on the job site.</b></li> </ul>

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