



# BMSA's New and Updated Safety, OSHA & DOT Manual

*Designed Specifically for the Building Material Industry with the Latest  
OSHA Regulations to Keep Your Business in Compliance*



## **Manual Contents:**

- ◆ General Safety Programs including reporting work related accidents and/or illnesses, general safety rules, employee conduct and work rules, workplace violence, safety and security inspections, employee safety orientation & annual retraining, safety committee organization & responsibilities as well as their operating guidelines and member responsibilities, safety inspections, accident investigations, employee request for equipment/property corrections, job hazard training new equipment/rebuilds, preventive maintenance program, subcontractor safety agreements
- ◆ Forklift Safety Program including general rules, basic principles of operation, pre-shift inspections, rules for safe operation, material handling procedures, preventive maintenance, operator required training
- ◆ Hazardous Energy Control Program including lockout/tagout programs and procedures & lockout/tagout training and annual retraining
- ◆ Hazard Communication to include hazard communication program, hazard communication training program and hazard determination program
- ◆ Emergency Plans including medical emergency & emergency evacuation plans, fire safety programs, bloodborne pathogens exposure control
- ◆ Personal Protective Equipment/Preventive Programs including respiratory protection programs for use of respirators, back injury prevention rules, smoking, smokeless tobacco, hearing conservation program, personal protective equipment program
- ◆ Workers' Compensation Program including light duty return to work program.
- ◆ The Occupational Safety & Health Act including OSHA Compliance
- ◆ Fleet Safety including pre-trip inspection and drivers vehicle inspection report, driver selection, driver training, driver responsibilities, drug free workplace, alcohol and drug testing, reporting, accident procedures, fleet safety committees, fleet accident frequency rates, annual vehicle inspection
- ◆ Safety Recognition Programs including safety incentive programs
- ◆ Various Forms

## **Manual Characteristics:**

- ◆ Easily customized by inserting your company name and logo. Manual is provided in Microsoft Word Document format. BMSA can customize for you.
- ◆ Easily modified to meet the unique operational needs of your yards
- ◆ Complete reference for managers and supervisors
- ◆ Policies, procedures and all **forms** in one easy to use guidebook (You can print the forms as needed!)

## **Why:**

- ◆ One of the first things that OSHA requests when they stop by for a visit is a copy of your safety manual.
- ◆ Every accident represents an unnecessary loss to both the employee and the company, not only in dollars paid out but also pain and suffering, lost wages, lost days and low morale.
- ◆ OSHA & DOT Complaints
- ◆ Eases transition for new employees
- ◆ Discourages employee lawsuits
- ◆ Explains to each member of your team the safety rules and regulations of your company
- ◆ Provides clear and consistent policy throughout the company
- ◆ Avoids misunderstandings by providing employees written policies

## **Price:**

- ◆ \$299 for Full Safety, OSHA & DOT Manual

***Plus \$10.00 Shipping & Handling Charges & applicable sales tax***

Please send \_\_\_\_ Complete Safety, OSHA & DOT Manual(s) on \_\_\_\_ CD \_\_\_\_ Email

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Company)

\_\_\_\_\_  
(E-Mail Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City/State/Zip)

Payment Options: ☐ Check Enclosed ☐ Bill Us ☐ MasterCard/VISA/AMEX

Card Number \_\_\_\_\_ Verification Code \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name on Card: \_\_\_\_\_ Address/Zip code for card \_\_\_\_\_

**Email: [cindyh@mybmsa.org](mailto:cindyh@mybmsa.org)**

**Call Cindy at 800.966.4202 if you have any questions!**