

FACILITY MARKING WORKBOOK

DFR 43567

A Comprehensive
Step by Step Evaluation

DFR 43567

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How to Use This Workbook

This workbook was designed to help assist you identify and optimize areas in your facility where visual communication is needed.

Take this book as you walk around your workplace, and log labels, signs or other visual items that are needed. Note that all facilities are different, so some areas may not apply.

When you have completed your tour and have your list of items, please give us a call at +201060008998 and we'll make sure you get the correct visual markings for your facility. You can also place your order online at

www.bds-co.org

Questions? Call us at +201060008998.



About Floor and Wall Signs

Floor signs should be able to handle heavy duty industrial traffic, water and chemical spills, and resist UV damage. Purchase floor signs from a company that will guarantee their use in industrial areas.

Wall signs should be made of durable material. Some sign materials are not meant to be used outdoors. They may be prone to fading, and the sign material itself may not stand up to elements.

Adhesive backing makes installation easy. Make sure the surface is clean and free of oil and other liquids that will compromise the adhesive.

If your signs are likely to be placed where they will have excessive scuffing or traffic, use a clear protective film to extend the life of the sign.

If your facility has unique sign requirements, look for a vendor that can produce the custom signs you need.

BDS has a wide selection of floor and wall signs. Additionally, we can print custom signs to fit your needs. Call today. +201060008998.



Facility Marking Project Information

Use this sheet to note the details of your marking project.

Project description

Project Lead	phone	email
Other project contacts	phone	email
	phone	email
	phone	email
	phone	email

Project location (physical address and/or building number)

Project start date	Estimated completion date
--------------------	---------------------------

Project timeline

Planning

Material requisition and delivery

Installation

Review

OSHA Compliance and Safety

Visual communication for OSHA compliance is all about safety for your employees, visitors and guests. Relevant directional and safety signs is good business. It also fosters good morale by showing employees that you are concerned for their safety.

THISWORKS▶ If you are applying a sign or label to a location where it is likely to be scuffed, cover it with a clear protective layer for added durability.

Machine lockout instructions

Machine	Location	Specific instructions

Operating instructions

Machine	Location	Specific instructions

DIE CUTTERS INC.
CENTRALIA, IL
1-877-7DIECUT (1-877-734-3288)
CLEAN-CUT FLATBED DIE CUTTER

MODEL NO.	7031
SERIAL NO.	5371
DATE MFG.	12/13

www.diecuttersinc.com sales@diecuttersinc.com

CAUTION

DO NOT OPERATE
THIS MACHINE WITHOUT
GUARDS IN PLACE.

WARNING



KEEP HANDS
OUT OF
MACHINERY

www.DieC

OSHA Compliance and Safety cont'd

Maintenance instructions

Machine	Location	Specific instructions

Emergency procedures

Type of label	Qty	Specific instructions	Location

OSHA Compliance and Safety cont'd

Emergency contact phone numbers

Name	Number	Location

Evacuation route signage

Type of sign (text, arrows, etc)	Qty	Location

Normal exit route signage

Type of sign (text, arrows, etc)	Qty	Location

OSHA Compliance and Safety cont'd

Other door signs

Type of sign	Qty	Location

Other safety signs

Type of sign	Qty	Location

Other miscellaneous safety signs

Type of sign	Qty	Location

Notes for this section

A large rectangular area filled with a grid of small squares, intended for writing notes. The grid is composed of solid lines forming a 20x20 grid of squares. Within each of these squares, there are four smaller squares formed by dotted lines, creating a 40x40 grid of smaller squares. The entire grid is enclosed in a solid black border.

NITRIC ACID



HYDROFLUORIC ACID



HYDROCHLORIC ACID



POTASSIUM HYDROXIDE



DI WAT ER RETURN

Pipe Marking



Pipe marking standards are outlined in our pipe marking guide. Before you start your pipe marking project, call +201060008998 to ask any questions you may have about pipe marking for your facility.

Valves

Valve Number	Contents	Description

Pipes requiring labels every 50'

Contents	Other markings	Location

Pipe Marking cont'd

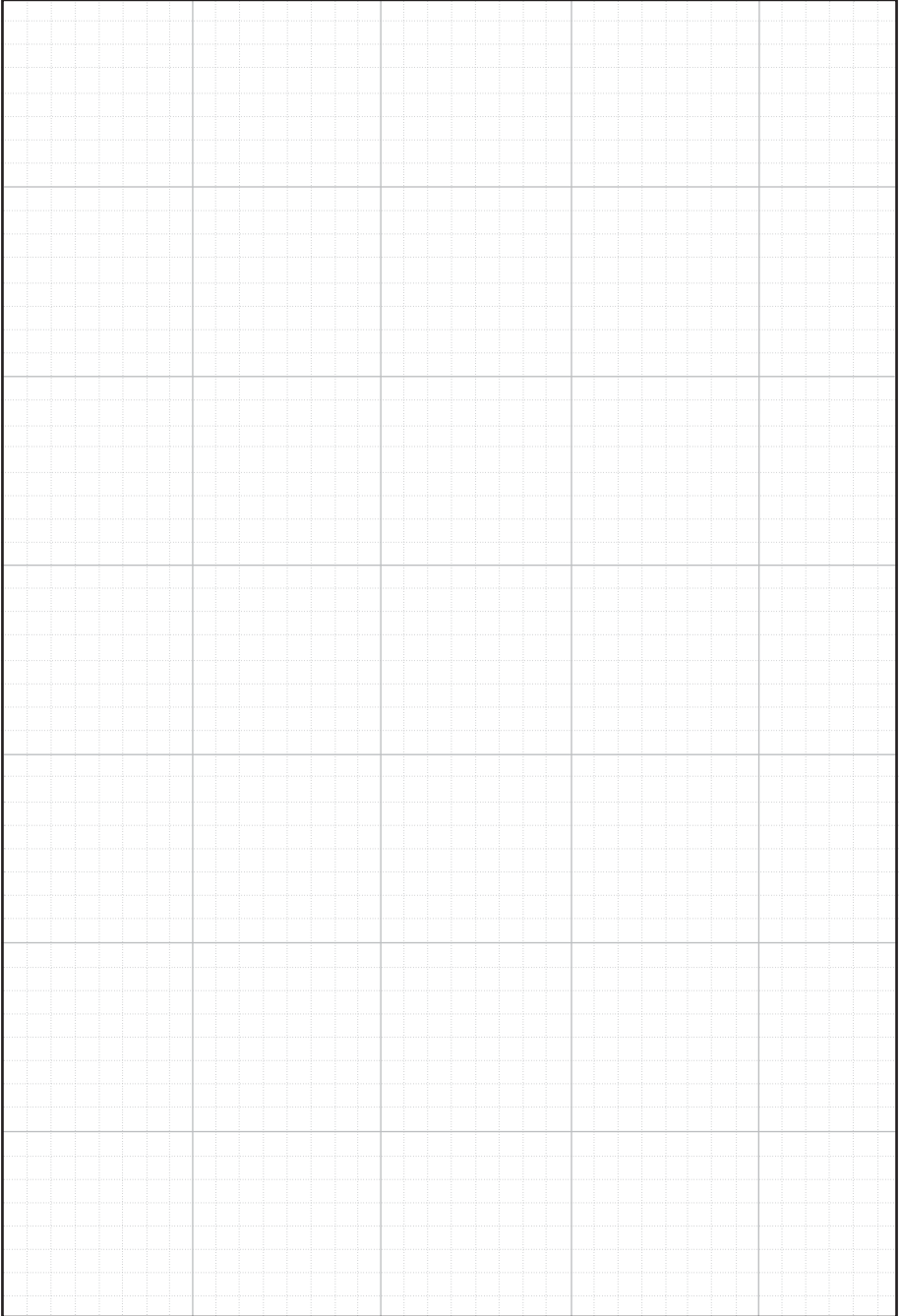
Transition points, wall and floor penetrations

Contents	Other markings	Location

Ammonia

System	Physical State	Pressure Level	Location

Notes for this section





Electrical Hazards

Electrical hazards are present in many facilities. Compliance with NFPA 70E arc flash hazard standards is also important.



Circuit and/or energy source ID (to assist lockout/tagout)

Type of sign	Qty	Location

Machine specific high voltage signage

Type of sign	Qty	Location

Electrical Hazards cont'd

Switches and controls

Type of sign	Qty	Location

Electrical panels

Panel number	Specific Voltage	Breaker Identification

Electrical Hazards cont'd

Floor areas surrounding panels (see pg 44 for floor marking tape)

Type of sign	Qty	Location

Wire, cable and conduit

Type of sign	Qty	Location



DANGER
HIGH VOLTAGE
ELECTRICITY

D-C VOLTS

VOLTS

0-15V.DC SUPPLY
PRI. SEC.

0-15V.DC SUPPLY
PRI. SEC.

0-30V.DC SUPPLY
PRI. SEC.

0-15V.DC SUPPLY
PRI. SEC.

0 10 2 3 4 5 6 7 8 9

0 10 2 3 4 5 6 7 8 9

0 10 2 3 4 5 6 7 8 9

0-15V.DC-20A

0-30V.DC-15A

Notes for this section

Hazardous Materials

Hazardous chemical labels and signs are mandatory. Recent updates to sign and labeling standards may affect your facility.



THISWORKS ▶ Industrial label printers will print custom labels instantly at your facility. This is critical for your company to stay compliant with labeling standards. Eliminating order time lag to label materials that may already be onsite.

HCS labels for containers

Chemical	Qty

HCS labels for tanks and vessels

Chemical	Qty	Location

Hazardous Materials cont'd

Wastestorage areas

Type of sign	Qty	Location

Asbestos areas

Type of sign	Qty	Location

Notes for this section

A large rectangular area filled with a grid of small, light gray dotted lines, intended for writing notes. The grid is composed of approximately 20 columns and 30 rows of squares.



Warehouse

Managing foot traffic, pedestrian traffic, as well as signage on storage racks, equipment and machinery is essential to a smooth running warehouse. You will use the greatest variety of visual devices in this location.

THIS WORKS ► For inventory and equipment identification, upgrade to barcode labels and scanners. Much faster and more accurate than transcribing long strings of numbers.

Racks

Rack identifier	Qty	Location

Warehouse cont'd

Wayfinding

Type of sign	Qty	Location

Pedestrian

Type of sign	Qty	Location

Warehouse cont'd

Traffic direction

Type of sign	Qty	Location

Forklift specific

Type of sign	Qty	Location

Warehouse cont'd

Compressed gas storage containers and areas

Type of sign/label	Qty	Location

Scaffolding, ladders and liftequipment

Type of sign/label	Qty	Location



Floor Marking

Warehouses and other facilities need floor marking for safety and to protect equipment and inventory. Floortape is an excellent, long term solution.

Additionally, floor signs may be useful in places where vertical mounting is not convenient.

For more information about floor marking, please call BDS at +201060008998



Floor tape

Tape color	Tape width	Linear feet needed

Floor Marking Cont'd

Floor marking shapes

Corners	Qty	Color

Floor marking shapes

T's	Qty	Color

Floor marking shapes

X's	Qty	Color

Floor marking shapes

Other shape	Qty	Color

Floor Marking cont'd

Door swing area

Diameter of swing	Location

Wayfinding floor signs

Type of sign	Qty	Location

Floor Marking cont'd

Traffic floor signs

Type of sign	Qty	Location

Forklift specific floor signs

Type of sign	Qty	Location

Floor Marking cont'd

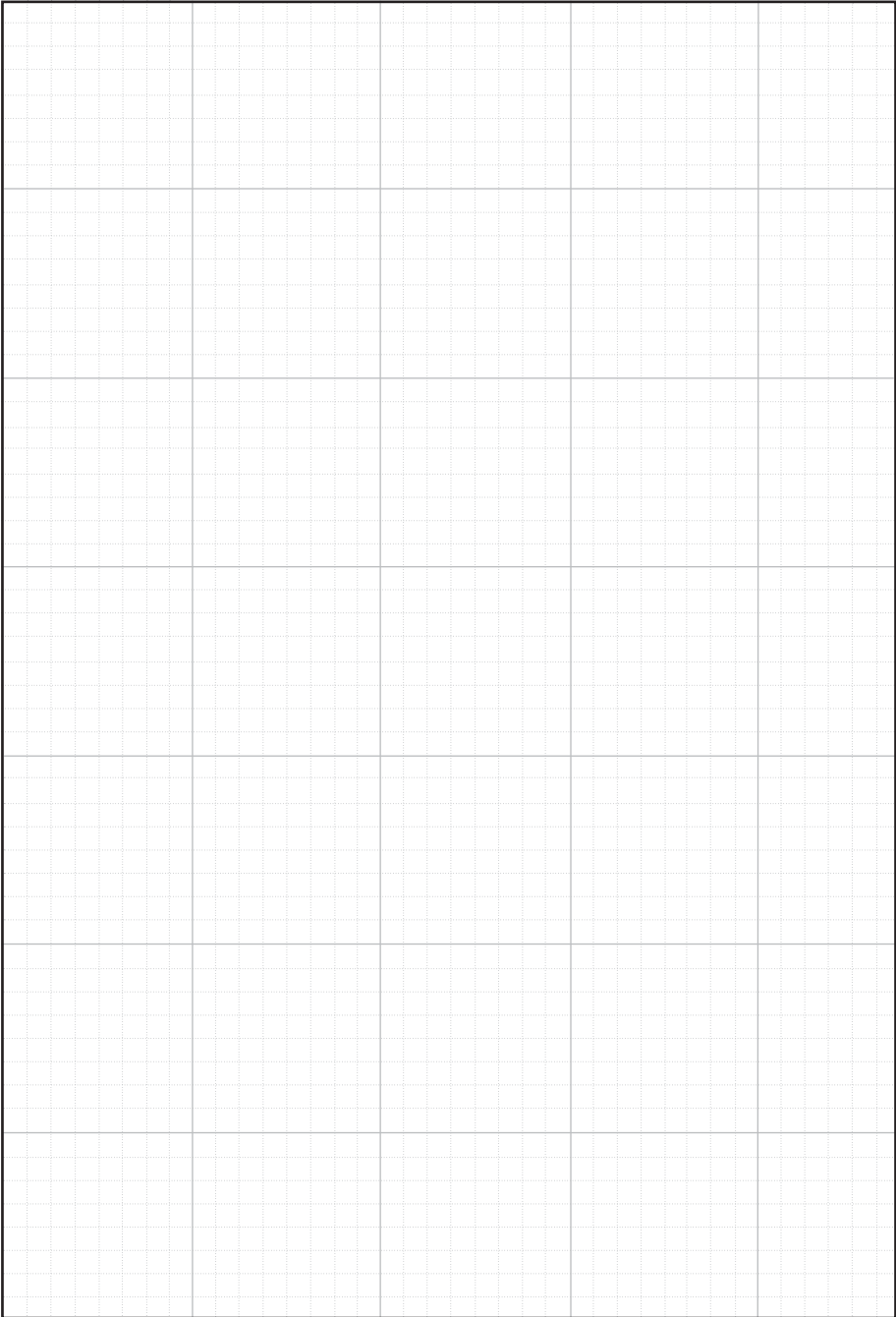
First aid and other safety floor signs

Type of sign	Qty	Location

Placeholder floor signs

Type of sign	Qty	Location

Notes for this section



Additional signage

Miscellaneous or overflow from other sections

Type of sign	Qty	Location



Did you find this workbook useful?

Do you have suggestions for ways we can improve it?

Please contact us with feedback about this workbook,

Our goal is to create and distribute materials that are relevant and useful to our customers.

Send your comments by email to m.shata@bds-co.org

