

# HEALTH AND SAFETY FOR AUTO BODY COLLISION SHOPS

This newsletter was developed for auto body shops participating in the Collision Auto Repair Safety Study (CARSS), a collaborative research project between Park Nicollet Institute and University of Minnesota.

## Your shop ♦ Your employees ♦ Your choices

As a business owner you know what makes good sense: a safe shop, healthy employees, and quality work. This newsletter provides guidance on activities that *directly* impact your employees' health and safety at work. Implementing our recommendations will help you maintain a safe workplace and at the same time, comply with many OSHA standards.

### The basics – a starting point

- Have clear written rules about safety in your shop. Make sure your employees understand these rules.
- Train your employees – safety is NOT just “common sense”.
- Provide your employees with the proper personal protective equipment.
- **Enforce your safety rules.**
- Have a written policy that describes the consequences of failing to follow the safety rules.
- Provide annual fit testing for employees required to wear a respirator.
- Periodically walk through the shop, evaluate the facility and equipment and correct deficiencies in a timely manner.

### What training do you have to provide your employees and how often?

Topic	Frequency		
	Initial	Annually	As needed
Right-to-Know	√	√	
Respirator use	√	√	
Fire extinguishers	√	√	
Personal protective equipment	√		√
Emergency procedures	√		√

**Remember:** Training records must contain the date, name of trainer, summary of information presented and employee attendance. *Shop owners and managers should also take safety training.*

*CARSS provides FREE on-line training on Right-to-Know, eye safety and hearing protection, respirators and fire extinguishers. Contact us to sign up your employees!*

## The basics – evaluate your facility and equipment

First, ensure that your shop is organized and free of clutter; then inspect the following:

- Mixing room (door closed, grounding wires in use, no open containers)
- Electrical panels (easily accessible, kept closed, labeled, no unguarded openings)
- Extension cords not used in place of permanent wiring
- Outlets (GFCI-protected if water is present, not overloaded)
- Electrical cords (not worn, frayed or missing ground plugs)
- Fire extinguishers (seal in place, fully charged, easily access)
- Compressed gas cylinders (stored secured in place, caps on, oxygen stored separate from flammables gases and materials)
- First aid kit (well stocked, including single-use gloves; no out-of-date items)
- Exits (unlocked, labeled with an illuminated sign, easily accessible)
- Personal protective equipment (available and adequate for the job; no tight-fitting respirators worn with a beard!)

€ *Other - use the additional resources mentioned below for a comprehensive shop evaluation.*

### Additional resources:

- [www.repairsafety.com](http://www.repairsafety.com) (see Job Safety and Safety Information and Checklists links)
- CARSS newsletters (posted on our website, [www.repairsafety.com](http://www.repairsafety.com))
  - Issue 1 – Right-to-Know
  - Issue 2 – OSHA inspections
  - Issue 3 – Respirator use
- Shop survey form (included in your white CARSS health & safety notebook)

### DON'T LET THIS HAPPEN IN YOUR SHOP!

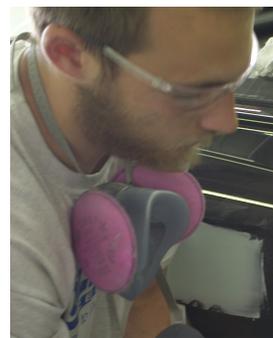
clutter



electrical hazards



respirator and beard



**We look forward to answering your questions and supporting your safety-related efforts.**

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