

Carbon Monoxide

Safety Meeting Packet

Protect Your Workforce



precautions to set up safety monitoring can help protect employees from suffering from carbon monoxide poisoning.

Carbon Monoxide (CO), also known as the “silent killer”, is a poisonous gas that is colorless, odorless, and tasteless. Carbon monoxide can harm employees without any warning and result in symptoms of headaches, fatigue, dizziness, drowsiness, and nausea. In extreme cases, symptoms can include vomiting, collapsing, and a complete loss of consciousness. Understanding what objects give off carbon monoxide and taking the necessary

Occupations at Risk

There are many occupations potentially at risk for exposure to carbon monoxide. According to The Occupational Safety and Health Administration (OSHA), carbon monoxide is created from, “the incomplete burning of natural gas and any other material containing carbon, such as gasoline, kerosene, oil, propane, coal, or wood.” The most common exposure comes from generators and vehicle exhaust fumes, but can occur in many other scenarios like welding, concrete cutting saws, compressors, or anything gas-powered. Those occupations that may be working in a confined or enclosed area are most likely to be at risk due to a lack of airflow in their work environment. Air ventilation systems do not guarantee employee safety, as even a small or minimal dose of carbon monoxide can result in minor illnesses and symptoms.



Necessary Precautions

There are precautions available that allow for detection of potential carbon monoxide exposure. It is recommended that workplaces should install carbon monoxide detectors throughout the office, factory, or job site, or ensure that currently installed detectors are working properly. Make sure alarms are audible and can easily be heard by all employees. Employees should know how to evacuate the area immediately if an alarm goes off. Employers should regularly check alarms to ensure they remain in proper working order, verify the alarms are properly installed and have the proper battery and/or electrical hookups. Since gasoline-powered engines are a main cause of carbon monoxide exposure, limiting the use of gasoline powered machines is important for employee safety.

If these machines are required to be used, consider switching to other forms of power whenever possible. If not, forbid use of gasoline-powered equipment in enclosed or poorly-ventilated areas. If your workplace has a generator in case of a loss of power, make sure that the generator is placed outside and has adequate space to properly ventilate its output supply. Make sure generators are placed away from any access indoors. This includes garages, doors, windows, and vents. Properly educating employees is the best step to help prevent possible accidents. Employees that can recognize warning signs of possible poisoning, and job hazards that may cause poisoning, are important when constant supervision is not applicable.

Some Occupations at Risk

- Welders
- Garage mechanics
- Police officers
- Taxi Drivers
- Forklift operators
- Metal workers
- Refineries
- Diesel engine operators
- Tollbooth attendants
- Paper production

First Aid for Carbon Monoxide Poisoning

If poisoning is believed to have occurred, remove the worker from the area immediately. Move to an area that is away from the exposure site. The best location is outdoors with fresh air. Immediately contact 9-1-1 to alert the authorities that an incident occurred. Make sure the worker did not suffer additional injuries and if able, begin administering medical attention. Do not re-enter the area until firefighters or safety officials give the okay.



Worker Training

It is recommended that employers educate their workers about what carbon monoxide is, the dangers of carbon monoxide exposure, who or what employees are at risk for exposure, and what precautions can be taken to ensure those employees' safety.

- As carbon monoxide is an odorless, tasteless, and colorless gas, employees need to be aware of the signs and symptoms of carbon monoxide poisoning. The symptoms of poisoning may be the only way to identify that exposure is occurring.
- Review the equipment and materials or chemicals that are most likely to produce carbon monoxide gas (i.e. exhaust from generators or vehicles). Employees who work with and around these potential gas sources are some of the most likely occupations to suffer from carbon monoxide poisoning and should be made aware of it.
- Identify the location of carbon monoxide detectors and confirm that the detectors and their alarms are functioning properly.
- Develop an emergency response and evacuation plan and practice it with employees.
- Develop a safety program setting safety policies, procedures, and standards when working around carbon monoxide.

Do:

- Move victims outside if possible
- Always call 9-1-1
- Try to create air movement or ventilation
- Check carbon monoxide detectors monthly

Don't:

- Run gasoline powered equipment or vehicles in enclosed areas
- Put generators near windows
- Enter a contaminated area before told to

For OSHA information regarding carbon monoxide safety, please consult the following:

- 29 CFR 1926 Subpart D: Occupational Health and Environmental Controls



Carbon Monoxide Safety Meeting Attendance Acknowledgement

Company Name _____
 Department / Division _____
 Meeting Date & Time _____ AM PM
 Meeting Location _____
 Name & Title of Individual Conducting Meeting _____

Key Meeting Discussion Points / Important Reminders:

- _____
- _____
- _____
- _____

Internal Procedures Reviewed:

- _____
- _____
- _____
- _____

By signing this document, you confirm your attendance at the meeting and acknowledge the issues addressed above!

Employees in Attendance		
(Print): _____	(Print): _____	(Print): _____
(Sign): _____	(Sign): _____	(Sign): _____
(Print): _____	(Print): _____	(Print): _____
(Sign): _____	(Sign): _____	(Sign): _____
(Print): _____	(Print): _____	(Print): _____
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(Sign): _____	(Sign): _____	(Sign): _____
(Print): _____	(Print): _____	(Print): _____
(Sign): _____	(Sign): _____	(Sign): _____

Employees not present: _____

Suggestions/Recommendations to improve workplace safety and health: _____

Actions Taken: _____

Manager/Supervisor: _____ Date: _____

Disclaimer:

The information provided above was assembled using multiple resources. However, these materials do not contain ALL the information available regarding the required safety standards under local, provincial, state, or federal law for your industry.
