



The Compliance Department™

ALERT

MANAGEMENT BULLETIN

Emergency Site Plan

OSHA 1910.38 requires all body shops and dealerships to develop and maintain an Emergency Action Plan including a site plan that documents the location of hazards, emergency equipment, exit routes, and evacuation gathering location.



Great News! GMG EnviroSafe will create a customized site plan of your shop that meets the requirements and can be updated as necessary.

HOW IS IT COMPLETED?

Draw a simple layout of your facility on grid paper with the main exterior and interior walls. Use the legend below to document the location of each item by writing the appropriate number on the grid paper. Fax the sketch to 847-740-1635 to begin the process.

- | | |
|---------------------------------|---|
| 1. Emergency Gathering Location | 10. Compressed Gas Cylinder |
| 2. Fire Extinguisher | 11. Hazardous Material (Paint, Thinner) |
| 3. Doorway | 12. Hazardous Waste |
| 4. Emergency Exit | 13. Restroom |
| 5. Overhead Door | 14. Eye Wash Station |
| 6. Electrical Shut-Off | 15. Drain |
| 7. Gas Shut-Off | 16. Spill Kit |
| 8. Water Shut-Off | 17. First Aid |
| 9. SDS Location | 18. Fire Alarm |

WHAT HAPPENS NEXT?

GMG will put the drawing into AutoCAD and develop the site plan. Once you approve of the final version, laminated full-color posters will be printed and mailed to the shop for posting.



QUESTIONS? CONTACT GMG ENVIROSAFE AT (800) 619-9733

