

 DEE CRAMER HEATING / COOLING / SHEET METAL <i>Dedicated People. Delivering Quality.</i>	Dee Cramer, Inc.		Doc No:	HANDSAFE
	Safety Management System		Initial Issue Date:	1/1/2017
			Revision Date:	6/23/2026
HAND SAFETY			Revision No.	1.0
			Next Review Date:	6/23/2029
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Purpose

This safety guideline is intended to provide safety information to all Dee Cramer Inc.'s employees regarding hand safety and that adequate measures can be taken to limit exposures to hand and finger injuries through controls in the workplace.

Scope

This procedure applies to all employees at Dee Cramer, Inc.

Responsibilities

Supervisors/Managers

- Enforcing compliance with hand safety policies, procedures, and safe work practices
- Identifying hand hazards through job planning, risk assessments, and routine observations
- Ensuring employees are trained and competent in hand safety and proper tool use
- Providing appropriate tools, equipment, and hand protection for assigned tasks
- Verifying machine guarding and safety devices are in place and functioning
- Conducting regular inspections and correcting unsafe conditions or behaviors promptly
- Leading by example and promoting a strong hand safety culture
- Investigating hand injuries and near misses to identify root causes and implement corrective actions
- Communicating expectations clearly and holding employees accountable for safe behaviors

Safety Department

- Developing, implementing, and maintaining hand safety policies, procedures, and standards
- Conducting hazard assessments to identify hand-related risks and recommend controls
- Providing guidance on appropriate hand protection selection and usage
- Assisting with incident investigations and ensuring corrective actions are effective
- Keeping current with regulatory requirements and industry best practices related to hand safety
- Supporting departments in risk reduction efforts and continuous improvement

Employees

- Complying with all hand safety procedures, policies, and training requirements
- Properly using tools, equipment, and machinery as designed and intended
- Inspecting tools and equipment before use and reporting damaged or unsafe conditions immediately
- Wearing required hand protection (e.g., gloves) appropriate for the task and hazard
- Keeping hands and fingers clear of pinch points, moving parts, and hazardous areas
- Practicing proper body positioning and maintaining awareness of hand placement during tasks

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- Reporting all hand injuries, near misses, and hazards promptly to supervision

Procedure

All DCI employees shall take reasonable precautions against task specific hazards to prevent hand and finger injuries. The selection of gloves for protection against lacerations, burns, scrapes, punctures or chemical exposures shall be approved by the Safety & Risk Manager.

Dee Cramer, Inc. employees shall wear appropriate hand and finger protection, while working in the field or in the shops, unless they are working on, around or with rotating equipment or machinery or when the gloves present a potentially more significant hazard (i.e. operating a roller in the shop). See attached glove selection chart for information on task appropriate gloves.

Any employee observed working with inadequate hand protection will be disciplined to their unsafe behavior pursuant to the Dee Cramer Disciplinary Policy.

Health Hazards

Cuts, lacerations, abrasions, burns, chemical exposures, electricity, heat and cold can all have detrimental effects on the hands and fingers. While there are short term effects that are readily apparent, there are also potential long-term effects that can be much more damaging.

Short term effects

Bleeding, soreness at the site, swelling, itching.

Long term effects

Scarring, infection, possible loss of use of finger(s) and/or hand, temperature sensitivities, constant pain due to nerve involvement.

Methods of Compliance

Dee Cramer, Inc. will implement engineering and work practice controls to reduce employee exposure to workplace injury and/or illness.

The chart below provides guidance on the glove selection criteria.

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GLOVE SELECTION GUIDE

HAZARD	DEGREE OF HAZARD	PROTECTIVE MATERIAL
General Duty		Nylon shell with polyurethane coating over palm and fingers
Cuts, Lacerations, Abrasions	Severe	Minimum cut resistance rating of 4
Cuts, Lacerations, Abrasions	Less Severe	Minimum cut resistance rating of 2
Chemicals	All	Task specific material based on the SDS of the chemical(s) being used. To be determined per task/chemical
Heat	Up to 212 °F	Leather
Electricity		Rubber insulating gloves tested to appropriate voltage
Spiral Manufacturing	Severe	Leather double palmed work glove
Spiral Manufacturing	Less Severe	Leather work glove

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Management of Change		
Date	Description of Change	Name
6/23/2026	General process flow updates.	Madelyn Nichols