



# State of New Hampshire

## Department of Labor

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November 26, 2013

S A U 93 Monadnock Regional School District  
Attn. Sharon Duquette  
600 Homestead Highway  
Swansey, NH 03446

RE: FID #020260185

Dear Ms. Duquette:

On November 5, 2013, an administrative audit of your Safety and Health Program was conducted, pursuant to RSA 281-A: 64. A physical compliance inspection was also conducted on that date.

A written response as to when and how each violation has been abated must be sent to the New Hampshire Department of Labor by January 13, 2014.

If there are any questions regarding this letter or the attached Safety & Health Inspection Report, please feel free to contact the New Hampshire Department of Labor at (603) 271-6850.

Very truly yours,

Michele J. Small  
Administrator  
Safety Inspection Division

MJS:at  
Enclosures



NEW HAMPSHIRE DEPARTMENT OF LABOR  
INSPECTION DIVISION  
SAFETY INSPECTION TECHNICAL REPORT

INSPECTION DATE: <b>11/05/13</b>					INSPECTOR: <b>Compton</b>		
NAME <b>SAU 93, Monadnock Regional School District</b>					FID # <b>020260185</b>		
ADDRESS/LOCATION: <b>600 Homestead Hwy, Swanzey</b>							
INSPECTION LOCATION: <b>Mt Caesar Elementary and Monadnock Regional Middle/High School</b>							
PHONE NUMBER: <b>603-352-6955</b>				CONTACT PERSON: <b>Sharon Duquette</b>			
ITEM #		Revised Statutes Annotated (RSA)	In Com	Non-Com	Open Close	#	Deficiencies
1	RSA 281-A:64 II, Lab 602.01	Safety Program Requirements	X				The SAU has a written safety and health program. The program is currently under revision.
2	RSA 281-A: 64 II, LAB 602..02	Filing Procedures for Safety Summary Form	X				In Compliance. SSF filed in 2011.
3	RSA 281-A: 64 III. Lab 603.02	Establishment of Joint Loss Management Committee (JLMC)	X				The SAU has a Joint Loss Management committee.
4	RSA 281-A:64 III LAB 603.03	Duties & Responsibilities of JLMC		X		1	The SAU has an active JLMC, however; they are not meeting quarterly or keeping minutes.
5	RSA 277-A	Workers' Right -to -Know		X		2	<p>The SAU has a written program and material safety data sheets (MSDS) are being maintained.</p> <p>Employees must be trained in hazards associated with toxic chemicals.</p> <p>All transfer containers must be properly labeled, identifying its content:</p> <p><u>Mt Caesar Elementary School</u></p> <ul style="list-style-type: none"> <li>• Room 105</li> </ul> <p><u>Monadnock Middle-High School</u></p> <ul style="list-style-type: none"> <li>• Machine shop</li> </ul>
6	RSA 277:6	Maintenance of First Aid Equip: medical chest, first aid, etc.	X				
7	RSA 277:10 RSA 273:9	Sanitary and Hygiene: provide toilet facilities, and reasonably sanitary/ hygiene conditions for employees	X				
8	RSA 277:11	Safeguards: - ...proximity thereto dangerous to the safety or health of employees, it shall be the duty of employer to provide and maintain such safeguards, safety devices, appliances, and lighting facilities...	X				

9	RSA 277:18	Added Safeguards: lighting facilities, safety devices (exit signs) and appliances		X		2	<p><b>NFPA 101 15.2.2.5 (2012)</b>  <b>Horizontal Exit: Horizontal exits complying with 7.2.4 shall be permitted.</b>  <b>NFPA 101 15.2.11.1 Window Rescue</b></p> <p>Exit signs are required in classrooms identified for horizontal egress and classrooms that exit directly to the outside.</p> <p><u>Mt Caesar Elementary School</u></p> <ul style="list-style-type: none"> <li>• Rooms 8, 9, 10, 13, 14, 21, 23, 26</li> </ul> <p><u>Monadnock Middle-High School</u></p> <ul style="list-style-type: none"> <li>• Rooms 600, 614</li> </ul>
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	Rule	Title	In Com	Non Com	Open Close	#	Deficiencies
10	1403.01	Safety & Health Requirements		X		16	<p>"Each employer shall furnish to each of its employees employment and a place of employment that are free from recognized hazards that are causing or are likely to cause death or serious physical harm to its employees."</p> <p><b><u>Violence In The Workplace:</u></b></p> <p>The SAU must protect their employees from workplace violence.</p> <p>Glass panels in doors or windows shall not be covered. Teachers should be visible to co-workers in the event students or visitors act violently or inappropriately.</p> <p><b><u>Mt Caesar Elementary School</u></b></p> <ul style="list-style-type: none"> <li>• Rooms K, L counselors offices do not have windows in doors</li> </ul> <p><b><u>Monadnock Middle-High School</u></b></p> <ul style="list-style-type: none"> <li>• Chorus Room</li> <li>• Art Room 105</li> <li>• Room 604</li> <li>• Counselors offices have frosted windows</li> </ul> <p><b><u>Furnishings and Decorations:</u></b></p> <p><b>NFPA 14.7.41 (2012) "Drapes, curtains, and other similar furnishings and decorations in educational occupancies shall be in accordance with the provisions of 10.3.1" (NFPA 710 Standard Methods of Fire Tests for Flame Propagation of Textiles and Films.)</b></p> <p><b>Decorations included stuffed animals.</b></p> <p><b><u>Mt Caesar Elementary School</u></b></p> <ul style="list-style-type: none"> <li>• Rooms 2, 6, 10, 16, 21, 23</li> </ul> <p><b><u>Monadnock Middle-High School</u></b> Room 105</p> <p><b><u>Artwork/Paper</u></b></p> <p><b>NFPA 14.7.4.3 "The artwork and teaching materials shall be permitted to be attached</b></p>

	Rule	Title	In Com	Non Com	Open Close	#	Deficiencies
		Safety & Health Requirements (continued)					<p><b>directly to the wall in accordance with the following.</b></p> <p><b>(1) The artwork and teaching materials shall not exceed 20 percent of the wall area in a building that is not protected throughout by an approved, supervised automatic sprinkler system in accordance with Section 9.7: NOTE: 50% of the wall area, if protected by an automatic sprinkler system.</b></p> <p><b>NOTE: Papers should not be placed on fire rated doors.</b></p> <p><u>Mt Caesar Elementary School</u></p> <ul style="list-style-type: none"> <li>• Rooms 6, 23</li> </ul> <p><u>Monadnock Middle-High School</u></p> <ul style="list-style-type: none"> <li>• Room 105</li> </ul> <p><b><u>Work practice:</u></b></p> <p><u>Mt Caesar Elementary School</u></p> <ul style="list-style-type: none"> <li>• Walk-in freezer located outside of cafeteria—persons entering the freezer must take the padlock with them while inside the freezer, to prevent being accidentally locked inside.</li> <li>• Bathtub in Room 2, due to weight of tub, it presents a lifting hazard to maintenance personnel that must move it to clean. Must be removed.</li> <li>• Turtles in Room 2 pose a health risk (turtles and other reptiles are known carriers of the bacteria salmonella). In addition, if habitat is not properly maintained, air quality becomes a concern. Must be removed.</li> </ul> <p><u>Monadnock Middle-High School</u></p> <p>Ladders must be secured when not in use.</p> <ul style="list-style-type: none"> <li>• Back stage area</li> <li>• Machine shop</li> </ul>

	Rule	Title	In Com	Non Com	Open Close	#	Deficiencies
		Safety & Health Requirements (continued)					<p><b>Overhead hazards:</b> Heavy or bulky items stored on top shelves create a fall hazard.</p> <p><u>Mt Caesar Elementary School</u></p> <ul style="list-style-type: none"> <li>Rooms 10, 13, 14, 22, and 23</li> </ul> <p><u>Monadnock Middle-High School</u></p> <ul style="list-style-type: none"> <li>Back stage area has items stored on top shelves that pose a risk.</li> </ul> <p>NOTE: Chorus room--Items stored on top of storage room. Weight limit on the raised floor is not known. Therefore, only light items should be stored in this area. Due to lack of railings, it is recommended that persons not be allowed to walk on platform.</p>
11	1403.02	Abrasive Blasting		X		2	<p>Adjustable tongue guard on top side of grinder must be kept within ¼ inch of the wheel. Work rest must be kept adjusted to within 1/8 inch of the wheel.</p> <p><u>Monadnock Middle-High School</u></p> <ul style="list-style-type: none"> <li>Wood shop--missing work rest.</li> <li>Machine shop--various grinders missing work rest.</li> </ul>
12	1403.03	Abrasive Grinding					
13	1403.04	Accident Reporting		X		1	<p><b>SAU:</b> The rule must be added in the safety and health program.</p>
14	1403.05	Aerial Lifts					
15	1403.06	Air Tools					
16	1403.07	Belt Sanding Machines		X		1	<p>"Belt sanding machines shall be provided with guards at each nip point where the sanding belt runs onto a pulley."</p> <p><u>Monadnock Middle-High School</u></p> <ul style="list-style-type: none"> <li>Machine shop--Missing guards</li> </ul>
17	1403.08	Bloodborne Pathogens					
18	1403.09	Chains, cables, ropes, and hooks					
19	1403.10	Chipguards					
20	1403.11	Compressed Air Use					
21	1403.12	Compressed Gas Cylinders					
22	1403.13	Concrete, concrete forms, shoring					
23	1403.14	Confined Space Entry					
24	1403.15	Cranes and Derricks					
25	1403.16	Disposal Chutes					
26	1403.17	Dockboards					
27	1403.18	Ergonomics					

	Rule	Title	In Com	Non Com	Open Close	#	Deficiencies
28	1403.19	Excavating and Trenching					
29	1403.20	Fall Protection					
30	1403.21	Flag-person					
31	1403.22	Floor Openings					
32	1403.23	Forklift Trucks					
33	1403.24	Guards					
34	1403.25	Hand Tools					
35	1403.26	Hoists					
36	1403.27	Housekeeping		X		10	<p>(d) "All places of employment, passageways, storerooms, and service rooms shall be kept clean and in a sanitary condition."</p> <p>Poor housekeeping is often times the cause of employee injuries or property damage.</p> <p><u>Mt Caesar Elementary School</u></p> <p>Too many items in closets must be cleaned out.</p> <ul style="list-style-type: none"> <li>• Rooms 2, 4, 5, 9, 10, 20, 21, 22 and 23.</li> <li>• Room 4 has blocked electrical panel in closet.</li> <li>• Room 23 has stackable plastic containers; they are stacked too high and could cause them to tip over, must separate and stack no more than 3 high.</li> </ul> <p>•</p> <p><u>Monadnock Middle-High School</u></p> <ul style="list-style-type: none"> <li>• Electrical Panel blocked in back stage area. A 3 foot clear area must be maintained in front of panel</li> <li>• Back stage area—musical instruments and cases disorganized and present a trip hazard.</li> </ul> <p><b>NFPA 101 3.3.170 Means of Egress. "A continuous and unobstructed way of travel..."</b></p> <p><u>Mt Caesar Elementary School</u></p> <ul style="list-style-type: none"> <li>• Room 10 has a locking door handle, must be replaced with non-locking type.</li> <li>• Room 15 blocked by book cabinet.</li> </ul>

	Rule	Title	In Com	Non Com	Open Close	#	Deficiencies
							<ul style="list-style-type: none"> <li>Rooms 16, 20, 22, and 23 obstructed travel.</li> </ul> <p><u>Monadnock Middle-High School</u></p> <ul style="list-style-type: none"> <li>Machine shop—secondary egress blocked.</li> </ul> <p><u>Electrical:</u></p> <p><u>Mt Caesar Elementary School</u></p> <ul style="list-style-type: none"> <li>Room 12 has air purifier on extension cord from room 11, must have receptacle installed in Room 11 or remove air purifier.</li> <li>Receptacle in Room 11 has an adapter which causes the electrical outlet to be overloaded.</li> </ul>
37	1403.28	Hygiene and Sanitation					
38	1403.29	Jointers					
39	1403.30	Ladders					
40	1403.31	Lasers					
41	1403.32	Lock out					
42	1403.33	Machine Guarding		X		3	<p>(a) "Machine guarding shall be provided to protect employees from hazards such as those created by point of operations, nip points, rotating parts, flying chips and sparks".</p> <p><u>Monadnock Middle-High School</u></p> <ul style="list-style-type: none"> <li>Wood shop—lathes and drill presses missing guards.</li> <li>Machine shop—Missing guards on metal lathes, drill press, and milling machines.</li> <li>Art room—polishing/buffing machine missing guards on end of spindle.</li> </ul>
43	1403.34	Machinery in a Fixed Location					
44	1403.35	Mechanical Power Presses					
45	1403.36	Medical Services					
46	1403.37	Mechanical Equipment					
47	1403.38	Noise Exposure					
48	1403.39	Overhead Gantry Hoists & Cranes					



	Rule	Title	In Com	Non Com	Open Close	#	Deficiencies
49	1403.40	Personal Protective Equipment		X		1	SAU: A Personal Protective Equipment (PPE) program is/must be incorporated in the safety and health manual.  Hearing protection must be sanitized after each use and properly stored.  <u>Monadnock Middle-High School</u> <ul style="list-style-type: none"> <li>Machine shop—hearing protection not properly stored.</li> </ul>
50	1403.41	Portable Abrasive Wheel Mach.					
51	1403.42	Port. Pneumatic Powered Tools					
52	1403.43	Powder Actuated Tools					
53	1403.44	Radiation					
54	1403.45	Railing					
55	1403.46	Record Keeping					
56	1403.47	Respiratory Protection					
57	1403.48	Revolving Drums					
58	1403.49	Rollover Protective Structures					
59	1403.50	Safety Nets					
60	1403.51	Saws				1	(e)(1) "Circular table saws shall have a hood over the portion of the saw above the table, so mounted that the hood shall automatically adjust itself to the thickness of and remain in contact with the material being cut".  (a)(1) "All portions of band saw blades shall be enclosed or guarded except for the working portion of the blade between the bottom of the guide rolls and the table..."  <u>Monadnock Middle-High School</u> <ul style="list-style-type: none"> <li>Guard not installed</li> </ul>
61	1403.52	Scaffolds					
62	1403.53	Spray Finishing Operations					
63	1403.54	Storage					
64	1403.55	Tanks With Open Surface					
65	1403.56	Tire Cages					
66	1403.57	Toxic Substances					
67	1403.58	Traffic Control					
68	1403.59	Trash					
69	1403.60	Tree Care Operations					
70	1403.61	Wall Openings					
71	1403.62	Washing Facilities					
72	1403.63	Welding and Cutting					
73	1403.64	Welding In Confined Spaces					
74	1403.65	Wire Ropes, Chains, Rigging Eq.					
75	1403.66	Woodworking Machinery					

	Rule	Title	In Com	Non Com	Open Close	#	Deficiencies
76	RSA 157-A	Boilers & Pressure Vessels		X		1	<u>Monadnock Middle-High School</u> <ul style="list-style-type: none"> <li>80 gal air compressor found in woodshop had never been inspected.</li> </ul>
77	RSA 157-B	Elevator & Lifts					
78	RSA 275	Protective Legislation					
79	RSA 275-E	Whistleblowers					
80	RSA 276-A	Youth Employment					
81	RSA 279	Minimum Wage					
82	RSA 281-A:5	Workers Comp					