NEMA Standards Publication

ANSI Z535.6-2011 (R2017)

American National Standard for Product Safety Information in Product Manuals, Instructions, and Other Collateral Materials

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National Electrical Manufacturers Association

ANSI Z535.6-2011(R2017)
Reaffirmation of
ANSI Z535.6-2011

American National Standard for Product Safety Information in Product Manuals, Instructions and Other Collateral Materials

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Secretariat:

National Electrical Manufacturers Association

Approved October 27, 2017

American National Standards Institute, Inc.

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Foreword

In 1979, the ANSI Z53 Committee on Safety Colors was combined with the ANSI Z35 Committee on Safety Signs to form the ANSI Z535 Committee on Safety Signs and Colors. The Z535 Committee has the following scope:

> To develop standards for the design, application, and use of signs, colors, and symbols intended to identify and warn against specific hazards and for other accident prevention purposes.

While the basic mission and fundamental purpose of the ANSI Z535 Committee is to develop, refine, and promote a single, uniform graphic system used for communicating safety and accident prevention information, the Z535 Committee recognizes that this information can also be effectively communicated using other graphic systems.

The Z535 Committee created subcommittees to update the Z53 and Z35 standards and to write new standards. To date, the following six standards comprise the ANSI Z535 series:

ANSI Z535.1 *Safety Colors* [ANSI Z53.1-1979 was updated and combined into this standard in 1991]

ANSI Z535.2 *Environmental and Facility Safety Signs* [ANSI Z35.1-1972 and Z35.4-1972 were updated and combined into this standard in 1991]

ANSI Z535.3 *Criteria for Safety Symbols* [new in 1991]

ANSI Z535.4 *Product Safety Signs and Labels* [new in 1991]

ANSI Z535.5 *Safety Tags and Barricade Tapes (for Temporary Hazards)* [ANSI Z35.2-1974 was updated and combined into this standard in 1991]

ANSI Z535.6 *Product Safety Information in Product Manuals, Instructions, and Other Collateral Materials* [new in 2006]

Together, these six standards contain information needed to specify formats, colors, and symbols for safety signs used in environmental and facility applications, product and product literature applications, and temporary safety tag and barricade tape applications.

Published separately is the ANSI Z535 *Safety Color Chart*. This chart gives the user a sample of each of the safety colors: red, orange, yellow, green, blue, purple, brown, grey, white, and black. It also describes each color's ink formulation and closest PANTONE® color.

This ANSI Z535.6 standard was prepared by the Z535.6 Subcommittee on Product Safety Information in Product Manuals, Instructions, and Other Collateral Materials. The foreword and all annexes are considered to be informative; the body is considered normative. In the vocabulary of writing standards, the word "informative" is meant to convey that the content presented is for informational purposes only and is not considered to be mandatory in nature. The word "normative" is meant to convey that the context is considered to be mandatory or prescriptive.

The 1991 standards, which became available in 1992, were revised and a new edition was published in 1998. The 1998 edition of ANSI Z535.4 contained an Annex (Annex A, Guidelines for Increasing Recognition of Safety Label Components), which encouraged manufacturers to describe on-product safety label components (e.g., safety alert symbol, signal words, or safety symbols) in collateral materials (e.g., operation manuals, instructions, safety literature, or service manuals) used with the product. The 1998 standards were subsequently revised to produce the 2002 edition.

In the course of preparing the 2002 edition of the Z535 standards, the ANSI Z535 Accredited Standards Committee considered the merits and practicality of developing a new standard addressing the presentation of safety messages in collateral materials such as owner's manuals, instruction books, and troubleshooting and repair manuals. In 2002, the committee voted to form a new subcommittee, ANSI Z535.6. The purpose of this new subcommittee is to develop a standard to complement the existing Z535 standards by addressing various aspects of the provision of safety information in collateral materials. This

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standard was prepared by Subcommittee Z535.6 on Product Safety Information in Product Manuals, Instructions, and Other Collateral Materials.

The 2011 edition of this standard was revised with minor clarifications and updated to permit the use of the safety alert symbol in the middle of a line of text. In addition, the definitions for “accident,” “harm,” and “incident” were refined across the Z535 series to more clearly delineate a separation between physical injury and other safety-related issues (e.g., property damage).

Due to the differences in color printing technologies and color monitors, the appearance of colors in this document may not be accurate. See the ANSI Z535-2011 Safety Color Chart for the purpose of viewing accurate colors.

Proposals for improvement of this standard are welcome. Information concerning submittal of proposals to the ANSI Z535 Committee for consideration can be found at the back of this standard.

The 2011 version of this standard was reaffirmed in 2017.

This standard was processed and approved for submittal to ANSI by the Accredited Standards Committee Z535 on Safety Signs and Colors. Committee approval of this standard does not necessarily imply that all committee members voted for its approval. At the time it approved this standard, the Z535 Committee had the following members:

Geoffrey Peckham, Chair
J. Paul Frantz, Vice Chair
Paul Orr, Secretary

Organization Represented:	Name of Representative:
American Society of Safety Engineers	J. Paul Frantz
Thomas F. Bresnahan (Alt.)	
Timothy Rhoades (Alt.)	
American Welding Society	August F. Manz
Applied Materials	Edward Karl
Edwin Palmero (Alt.)	
Applied Safety and Ergonomics	Steve Hall
Judith J. Isaacson (Alt.)	
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At the time it prepared this edition of ANSI Z535.6 for Z535 Committee vote, Subcommittee Z535.6 on Product Safety Information in Product Manuals, Instructions, and Other Collateral Materials had the following members:

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Paul Orr, Secretary

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Thomas Bresnahan	Bresnahan Consulting Associates
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Linda LeBlanc	Standard Register
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Dave Merrifield	Scaffold & Access Industry Association, Inc.
Larry Nelson	Browning Arms Co.
Bill Pratt	Schneider Electric (Representing NEMA)
Angela Redlund-Spieker	National Spray Equipment Manufacturers Association
Tim Smith	U.S. Consumer Product Safety Commission
Michael Weber	Association of Equipment Manufacturers

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1 Introduction

Historically, there has been a lack of widely available or generally applicable graphic systems for presenting safety information in product manuals, instructions, and related collateral materials. The absence of such systems, combined with the increased awareness and use of ANSI Z535.4 Standard for Product Safety Signs and Labels, has led to attempts to apply various aspects of ANSI Z535.4 to the presentation of safety information in collateral materials. Since ANSI Z535.4 was not designed for that purpose, it is not well-suited for broad application beyond the domain of product signs and labels. Its limited applicability stems from differences between product signs and labels and various collateral materials.

a. Collateral materials can vary significantly in terms of their purpose, content, format, and/or length. For example, they may come in the form of a bound manual, a single sheet of paper (folded or otherwise), a pamphlet, a booklet, or an electronic document.

b. Collateral materials are typically formatted like a book or other published literature. Thus, different formats for safety messages may be required and/or expected compared to on-product information.

In addition, there are differences that may exist between safety information in collateral materials and safety messages on product safety signs and labels. For example:

a. Collateral materials typically:

   1. contain more information than product safety signs;
   2. address multiple hazards and contain multiple safety messages;
   3. provide longer and more detailed safety messages;
   4. contain multiple pages of information that cannot be viewed simultaneously; and
   5. provide information that would be impractical to provide on product safety signs, such as definitions of the safety alert symbol, signal words, and safety symbols.

b. Safety information in collateral materials must often be integrated with non-safety information.

c. Because collateral materials are not typically attached to the product, issues related to reading conditions, distinctiveness, placement, expected life, and maintenance are different. In addition, the concept of a safe viewing distance is not generally applicable.

To respond to these differences, this standard sets forth a communication system developed specifically for product safety information in collateral materials. It incorporates elements of the graphical approaches used by other ANSI Z535-series standards into a common design direction selected to provide product safety information in an orderly and visually consistent manner.

2 Scope and Purpose

2.1 Scope

This standard sets forth requirements for the design and location of product safety messages in collateral materials for a wide variety of products.

2.2 Purpose

This standard is intended to:

a. address the applicability of elements of other ANSI Z535-series standards to collateral materials;

b. establish a uniform and consistent visual layout for safety information in collateral materials for a wide variety of products;

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