



Consider This

HEALTH & SAFETY NEWSLETTER
JUNE 2016

NATIONAL
SAFETY
MONTH 2016

June is National
Safety Month

WEEK 1



Stand Ready to
Respond

WEEK 2



Be Healthy

WEEK 3



Watch out for
Dangers

WEEK 4



Share Roads Safely



Effective Safety
Orientations

Work Safe. Live Safe. Stay Safe.



NATIONAL SAFETY MONTH 2016

June is National Safety Month!

Join EHS Support, National Safety Council (NCS), and thousands of organizations across the country as we work to raise awareness of what it takes to stay **SafeForLife**. Make a difference: Spread the word about ways to reduce the risk of injuries and protect our most valuable resource.

Observed annually in June, National Safety Month focuses on reducing leading causes of injury and death at work, on the roads and in our homes and communities.

We face a variety of risks each day. What are the biggest threats in your workforce and what are the small day to day hazards or behaviors that could potentially cause serious harm? Whether it's choosing to correct a minor hazard, correct an unsafe behavior or communicate a safer approach, we need to involve all personnel, have a personal commitment to safety and drive a culture where safety is just as important as productivity. Join us in June to focus on the following four topics:

- **Week 1:** Stand Ready to Respond
- **Week 2:** Be Healthy
- **Week 3:** Watch Out for Dangers
- **Week 4:** Share Roads Safely



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Stand Ready to Respond

Preparing **today** can make a difference **tomorrow**.

On any given day, anything can happen, from a slip and fall at home to a natural disaster near your workplace. While we can say we 'chose' to work safely, we are inherently surrounded by risk. By assessing potential risks and having a plan to respond, you will be steps ahead in the event of an incident, wherever it occurs.

- **Get Trained in First Aid and CPR** – Even the fastest paramedics could take 8 to 12 minutes to get to a patient after calling 9-1-1. Being trained in first aid and CPR could mean the difference between life and death.
- **Know Emergency Procedures** – When chaos erupts, knowing appropriate emergency contact information, evacuation procedures, equipment shutdown steps, mass notification requirements and clean-up procedures maximizes a well-planned emergency response.
- **Understand What to do When OSHA Knocks** – Having the facility ready and key personnel poised to showcase and explain your safety program and efforts, minimizes panic when looking for records, being interviewed and escorting the duty officer through the site.
- **Develop Streamlined Reporting Process** – In the event of an accident or hazard identification, personnel should be well-versed in who to notify, how to report, and what forms need completed.
- **Don't Introduce a Flavor-of-the-Month** – When initiating new safety ideas, programs or initiatives, plan accordingly for pushback, complaints, negative responses and plateauing. Engage the opinions and ideas from all levels of the company to generate positivity, continuous improvement and sustainability.

Understanding the needs and risks associated with taking your safety program from good to great is imperative. It may take time, training, financial planning, and a willingness for change. As strategic planning is crucial for company growth, sustainability and increased profits, the same amount of planning should go into risk identification and management, program review, auditing and improvement initiatives.



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Be Healthy

Reach for Safety Medicine

Every day we make decisions that have a direct impact on our health. Making smart food choices and exercising regularly can help keep us in shape and avoid many injuries. However, if an injury does occur, we can still protect our health when deciding what medications to take.

Prescription painkillers such as OxyContin, Percocet, and Vicodin account for more drug overdoses than heroin and cocaine combined. These legally obtainable drugs are highly addictive and actually less effective than a combination of ibuprofen and acetaminophen.

What Are the Signs of Opioid Painkiller Addiction?

It's not always easy to tell if someone is addicted to opioid painkillers. Experts say common symptoms include:

- Excessive mood swings or anxiety
- Sleepiness
- Slurred speech
- Confusion or poor decision making
- Small pupils or shallow breathing
- Continually "losing" prescriptions so more must be written
- Seeking prescriptions from more than one doctor
- Stealing, forging or selling prescriptions

Should You Work or Drive While Taking Opioid Painkillers?

Certain side effects of opioid painkillers could hinder your ability to drive or work safely. These side effects include:

- Dizziness
- Sleepiness
- Blurred vision
- Confusion or unusual thoughts
- Delayed reaction
- Difficulty following directions

Know the dangers of mixing prescription drugs with alcohol. Take measures to store medication or stimulants in a locked drawer or container.

FAST STAT:

Every day, 52 people die from prescription opioid overdoses. *Source: NSC analysis of NHCS mortality data*

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Watch out for Dangers

Being safe means being alert — **all the time**

Even in familiar surroundings, we need to constantly be looking for dangers around us throughout our day. Keeping an eye out for hazards can help you identify and avoid them before an injury occurs. Not only should we take into consideration our own actions, but also how we impact the environment in which we work.



Watch Where You're Going – Distracted walking is a common occurrence in the workplace today. With so many things competing for our attention, safety needs to be a priority.

- Check your emails and send your texts before you start walking
- Duck into a doorway or move off to the side to make a call, send a text or answer emails
- Never cross the street while using an electronic device and make sure you can hear traffic and sounds around you
- Scan ahead for cracks on the ground, spills or changes in elevation

Fast Stat – Since 2000, more than 11,000 people have been seriously injured because of distracted walking.

Impact Housekeeping Efforts – You should play a role in housekeeping to prevent injuries, improve productivity and morale, avoiding fines for non-compliance, and make a good first impressions on visitors. Here are some tips:

- Prevent slips, trips and falls
- Eliminate Fire Hazards
- Control Dust
- Prevent Falling Objects
- Clear Clutter
- Store Materials Properly
- Implement Housekeeping Schedule
- Address Appropriate PPE for Spills
- Develop Housekeeping Policies
- Train Employees on Housekeeping Methods
- Define Continuous Housekeeping Measures
- Avoid Tracking Materials/Chemicals to Other Departments

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Share Roads Safely

The roads belong to us all: **Let's make safe choices**

The nation's roadways are a place of constant risk, with millions of vehicles moving alongside one another. Since it's impossible to control the choices of everyone on the road, we need to be defensive drivers. Getting behind the wheel is a time for patience and focus – qualities that can help you avoid a collision should someone else make a bad decision.

Be Distraction-Free – Thousands of crashes have involved distracted driving. Anything that prevents a driver from being able to safely operate the vehicle should be avoided:

- Never use a cell phone behind the wheel, even hands-free
- Pre-set your navigation system and music playlists before driving.

Avoid Impairment – An average of one alcohol-impaired driving fatality occurs every 53 minutes in the U.S. But impairment can also include being under the influence of drugs – both legal and illegal.

- Designate an alcohol and drug-free driver or arrange alternate transportation
- Check the side effects of your medications before getting behind the wheel.

Check Your Speed – Speeding was a factor in 28 percent of all traffic fatalities in 2014. Speeding reduces the amount of time a driver has to react in a dangerous situation to avoid a crash.

- Always allow adequate time to get to your destination
- Adjust your speed for weather conditions – in certain situations the legal speed limit may be too fast.

Rest Up – Our lives are busy and sometimes we try to fit in too much. This can be very dangerous behind the wheel if we don't get enough rest. Most adults need 7-8 hours of sleep a day, while teens need 9-10 hours.

- Create a regular sleep pattern so you can get plenty of rest
- On long trips, take regular breaks to avoid fatigue
- Empower workers to seek overnight accommodations when too tired to drive safely.

Have Patience in a Work Zone – Be on high alert for those making our roadways better and safer.

- Be alert and slow down
- Pay attention to lane shifts, cones, signals and other traffic
- Understand that road workers are doing their job and plan ahead by leaving a few minutes early.

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Why is it that safety professionals are getting heckled when we provide reminders on basic safety information and then go into a facility to conduct a mock-OSHA audit and find the same type of potential hazards or non-compliance items over and over again? Each month we feature a "Captain Obvious" photo to share simple safety reminders that are found on jobsites every day.

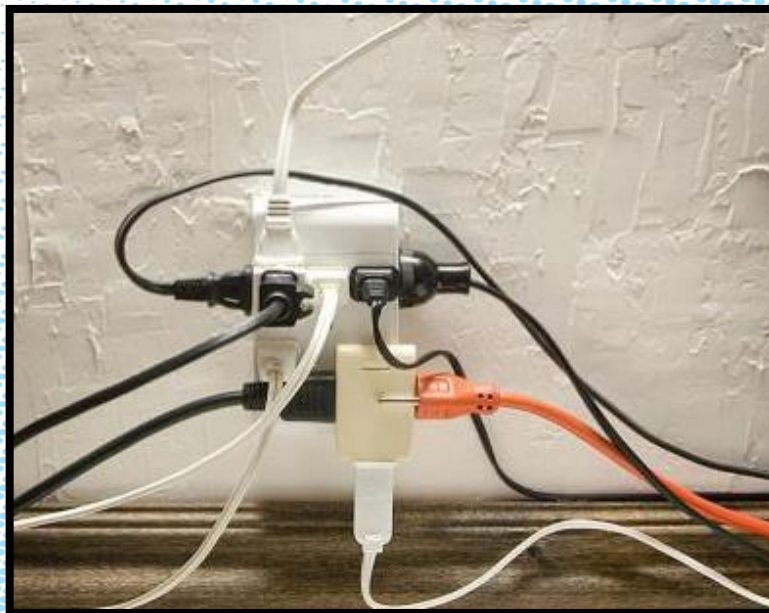


CORRECTIVE ACTIONS

1. Conduct frequent inspections including electrical safety and office areas.
2. Train personnel to avoid overloading outlets, report if outlets or switches feel warm or issues with blowing fuses or tripping circuits, and ensure the ground prong is in place.



**Overloaded
Electrical
Outlet**



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Health and safety orientation training is a fundamental component of any organization's health and safety management system. It is the process of introducing new, inexperienced, transferred, and/or returning employees to a safe and healthy workplace. Orientation training should provide employees with necessary safety information about their job and tasks, inform them of specific details about workplace hazards, and provide an opportunity to learn about the organization and their colleagues and to ask questions to clarify new or confusing information.



The length of time and content are two big concerns. This cannot be defined as it will depend on the workplace and the specific job and tasks. Orientation training should not consist of a whirlwind of checklists and manuals handed over to the new hire, but rather needs to be practical and hands on, and should focus on the skills the employee must develop and use to be successful at his/her job.

Benefits

- Employees become aware of the health and safety hazards on the job, controls for these hazards and how they can affect their safety and the safety of others.
- Helps reduce the risk of potential injuries and accidents.
- Meets regulatory requirements (demonstrates due diligence).
- Increases competence of the new employee.
- Contributes to building a retention culture within the organization, thereby reducing turnover.
- Demonstrates the organization's ethical obligation to protect the employee from harm.

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Effective Safety Orientations – Cont'd

Components

1. **Evaluate the employee's training needs** – A good starting point for training is to compare the employee's job description to the job hazards. Not every employee may need a full new-hire orientation. For example, if the employee is returning to the job after a period of absence, the employee may not need to review organization contact information or certain policies.
2. **Develop a plan to train employees** – If possible, orientation training should be a one-on-one process to ensure all necessary information is communicated and understood. Review policy and procedural documents, take them on a tour of the facility and initiate introductions, evaluate their ability to complete processes and their understanding of information, assign them a 'buddy' who can act as a mentor, not a supervisor, and follow-up with them weekly.
3. **Evaluate the employee's progress** – At the end of the first week and periodically thereafter, the supervisor should have face-to-face conversation with the new employee and ask direct questions about his/her new role. Determine if there are any tasks they are struggling with or assistance needed. Maintaining an open line of communication and keeping in touch with new employees is crucial to the employee's success in a new job.
4. **Recognition or correction** - By the end of the organization's probationary period for new hires, the new employee should have a face-to-face performance review, including things such as ability to work in teams, ability to meet deadlines, adherence to organization policies and procedures (including safety), and possible areas for improvement. If new employees need additional training or direction, the employee should be given the opportunity to attend or receive additional training.
5. **Documentation** - All orientation training records of new employees should be kept on hand at the employer's place of business for at least five years. Orientation documents should be filed in the employee's personnel file along with all his/her training records. OSHA's health and safety officers have the right to ask for and review the employee orientation training records at any time, therefore the documents should be readily accessible.

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Contact Monica Meyer at Monica.Meyer@ehs-support.com today to learn more about how we can help you manage your health and safety risks.

