

Safety Briefing for January 2019

Topic: **Safety working on Storm Damaged Timber**

Introduction: Wood under tension from a natural disaster is a life-threatening risk. Damage from hurricanes, tornados and ice storms presents severe risk from exposure to tension wood and overhead hazards. If possible, let the timber “rest” before salvage operations begin to allow some of the tension to relax. Be alert for all overhead hazards! Lodged trees, broken tops, and snags are proven killers in the logging woods, LOOK-UP!! Be careful of difficult ground conditions, walking through the damaged limbs and debris is particularly hazardous. This is true even more so if you are carrying a chain saw. Use your chain brake! If more than two steps are taken with a running saw, engage the chain brake!

OVER-HEAD HAZARDS

Catastrophic injury and death are the results of Over-Head Hazards! To fight this risk, we must be aware and LOOK UP!!

- Proper head-eye and ear PPE is mandatory. Look Up and Out! Identify possible risk from above.
- Don't place your body under anything that could fall, this includes equipment.
- Maintain at least two tree lengths from any felling operation.
- Be visible!!! Wear high visible clothing.

MAINTAIN PROPER WORKING DISTANCES

Ground personnel and moving logging equipment can create extreme risk.

- Awareness is the key for avoiding a “too close” incident.
- Proper PPE is to be worn at all times and high visibility clothing is essential.
- Maintain at least two tree lengths from any felling operation.
- Toppers should maintain proper distance from skidding activities and use shield trees if possible.
- Machine operators should never enter a “safe zone” provided for ground personnel.
- All employees must be aware of “blind spots” on the logging equipment.
- Be especially cautious in and around the deck area, it's a busy place!

SLIPS/TRIPS/FALLS

Very serious injuries occur frequently in and around a logging operation with storm damaged timber.

- Be alert and aware. Be focused! Keep your mind on the business at hand!
- Always use the 3-point of contact technique while mounting and dismounting equipment.
- Keep platforms, steps and handles free from grease, oil and other foreign material.
- Maintain a firm grip while entering or exiting a machine.
- Proper footwear with good ankle support is mandatory. (No sneakers)
- Avoid climbing or walking on felled trees or limbs.
- Stay on the “good-side” of tension-wood! The “bad-side” is the outside “bow” of tension-wood.
- Stay on the “uphill” side of felled timber and limbs.
- When not cutting, make sure the chain brake is engaged and use proper felling techniques.

Never put ground personnel at risk when the mechanical option is available.

- Fully enclosed equipment and rotational felling heads not only greatly reduce risk levels but also adds to the efficiency of the operation.
- Pull-through and stroke delimiters, as well as other mechanical processing equipment increase safety and productivity on the modern logging job.

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Safety Briefing for February 2019

Topic: Cold Weather Injuries

Introduction: I BET YOU DIDN'T KNOW that cold stress, or "hypothermia," can occur any time of year? In fact, most cases of cold stress develop in air temperatures between 30 and 50 degrees Fahrenheit.

Background: Winter weather is just around the corner, but did you know employees who are exposed to lower temperatures are at greater risk for injuries ranging from frostbite to serious loss of body heat which could result in brain damage or even death.

What must an employee know: To protect yourself from cold weather injuries:

- ❑ **Dress warm:** Preserving an air space between the body and the outer layer of clothing will help retain body heat. Choose fabrics such as cotton or wool, which insulate but also allow sweat to evaporate. It is especially important to protect the feet, hands, head, and face. These parts of the body are farthest from the heart and are the hardest to keep warm.
- ❑ **Keep dry:** Wetness greatly increases the chance of cold stress. Always have extra clothing available if there's a chance you could get wet. Keep feet dry, they are very susceptible to frostbite.
- ❑ **Take a break:** You may think it's wise to keep on working in cold temperatures. After all, working makes you break a sweat and you feel warmer. But if you become fatigued during physical activity, your body loses its ability to properly retain heat. This causes rapid cooling which can quickly lead to cold stress.
- ❑ **Eat right:** A proper diet provides your body with the nutrients it needs to withstand cold stress. A restrictive diet may deprive your body the ability to work well in cold temperatures.
- ❑ **Don't work alone:** In cold-stress prone environments, a buddy system should be used. Look out for one another and be alert for the symptoms of cold stress.
- ❑ **Learn what to look out for:** The effects of cold stress may not be apparent to its victim. The first symptoms of hypothermia are uncontrollable shivering and the sensation of cold. The heartbeat slows and may become irregular, and the pulse weakens. As the condition worsens, severe shaking or rigid muscles may be evident. The victim may also have slurred speech, memory lapses, and drowsiness. Cool skin, slow, irregular breathing, and exhaustion occur as the body temperature drops even lower. This is a serious condition requiring immediate medical attention.
- ❑ **Frostbite:** can occur without accompanying hypothermia. Frostbite occurs when the fluids around the body's tissues freeze. The most vulnerable parts of the body are the nose, cheeks, ears, fingers, and toes. Symptoms of frostbite include coldness and tingling in the affected part, followed by numbness; changes in skin color to white or grayish-yellow, initial pain, which subsides as the condition worsens, and possibly blisters. Frostbite can cause irreversible tissue damage and requires immediate medical attention.

Remember, it doesn't have to be freezing for cold stress to occur. Take steps to protect yourself.

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Safety Briefing for March 2019

Topic: Driving Reminders for a Safe Trip

Background: Log and chip trucks travel on many different types of roads. The surface can be concrete, asphalt, crush and run, or dirt and gravel. As far as danger goes, each surface has hazards associated with them. Recent injuries have occurred because truck drivers, failed to account for the conditions that traffic presented or the driving habits of those around you. Employers should make employees aware of the following:

Following other log trucks or chip vans

Several recent accidents highlight the need for drivers of log trucks or chip vans to be aware that following too close to log trucks with overhanging logs is dangerous and has proven fatal in two recent incidents.

- Never follow too close to a truck/trailer combination with overhanging logs.
- Stay back at the recommended following distance (2 to 3 second rule).
- Use flagging and/or flashing strobe lights according to your state's requirements.

Proper procedures to overtake and pass long tractor/trailers

- Make sure you are in a passing zone.
- As you cross the center line be prepared for oncoming traffic at side roads or hidden hills.
- Watch for soft shoulders, guide posts and wildlife as you pass.
- Use enough speed to overtake the vehicle without exceeding the speed limit - changing down a gear may give you enough engine power to get past.
- Maintain a safe speed you do not have to hard brake after you reenter the lane.
- Do not pass a turning vehicle at an intersection unless it is safe to do so.

Tail Swing

An ever-increasing number of accidents have occurred that involve tail swing. Tail swing almost always occurs on the blind side of the rig. For drivers, it is important to remember that anything beyond the rear axle (the fulcrum point) will pivot as you turn. Watch out for oncoming traffic, and traffic to the left or right. A good sense of space/distance awareness is essential. Property damage is normally the major result of tail swing but injuries and fatalities have occurred in vehicles around the log truck.

- Do not take turns with excessive speed as it exaggerates the tail swing.
- Do not rely on mirrors as you develop a blind spot during the turn.
- Remember the extreme rear of the load will move horizontally and will collide with vehicles in adjoining lanes of traffic.
- Make sure logs are secured on the rear bunk to prevent them from falling in case you impact a bus, car, other truck or a wall. Fatalities have occurred when the load is not secured.

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SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: Driving Reminders for a Safe Trip

Employees present:

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Old Business – Status of any previous safety recommendations.

Accidents/Near Misses – Discuss accidents and near misses that have occurred since last meeting. Brief summary of accident(s). Note any trends. Discuss corrective action taken. Concentrate on accident causes to make everyone more aware.

Inspection Reports – Report on findings and recommendations of any inspection reports made since last meeting.

New Business – Solicit employee suggestions. Discuss new machinery procedures, changes to company safety policy, etc.

MEETING CHAIRED BY: _____

Safety Meeting for April 2019

Topic: Overhead Hazards

Introduction: **Did you know** a logger's vision and visibility are key factors to safety in the woods. Visibility in the logging woods is generally good from November to the end of March. The month of April brings a natural phenomena, "**leaf out.**" The deciduous forest blooms to new life with a fresh growth of new leaves. What was once a bright and open environment in the late fall and winter, with good visibility, has been transformed to a lush green environment with filtered light. As the forest rejuvenates itself, risk is formed by reduced visibility caused by the new canopy of leaves.

Background: This new canopy hides overhead hazards, or death from above. Broken limbs, vines, intertwined branches, and other hazards are now difficult to spot. These overhead hazards are the leading cause for catastrophic injury and death in the forest industry. They call hanging limbs widow makers for a reason. They are often missed due to the leaf coverage and as they fall, they can strike employees on the ground.

What must an employee know: Please take the time to brief your crew on overhead hazards and the reduced visibility caused by leaf out.

- Use approved personal protective equipment (PPE) for head protection.
- Look and scan at least 50 feet ahead on your ground path of travel.
- Look and scan at least 100 feet ahead for all overhead hazards.
- Don't place yourself under any object that can fall or move due to gravity.
- Maintain at least two tree lengths from all felling operations.
- Be visible; wear high visibility safety colors.
- Maintain communication with anyone in the work area. Verify their location with frequent eye contact.

In nearly every accident, it is the ground personnel who are most at risk from hazards from above. As a team, work together and stay focused. Take the time to look for overhead hazards, identify the hazard, tell everyone about it, and remove it or flag it to keep personnel away. Your proper decisions will result in a happy holiday season for all.

LOOK UP AND STAY ALIVE!

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Safety Meeting For May 2019

Topic: Distracted Driving

Introduction: I Bet You Didn't Know that according to the latest report from the National Highway Transportation Safety Administration distracted driving crashes killed more than 5,400 people and an additional 448,000 were injured in motor vehicle crashes reported to have involved distracted driving.

Background: Actions that remove your focus from the task at hand – DRIVING – can change your life forever. One split second and you can receive minor injuries, or you can be paralyzed, or worse, you can die as a result of any action that takes away your focus on driving. Here are some facts from the National Highway Safety Administration:

- Of those people killed in distracted-driving-related crashes, 995 involved reports of a cell phone as a distraction (18% of fatalities in distraction-related crashes).
- Of those injured in distracted-driving-related crashes, 24,000 involved reports of a cell phone as a distraction (5% of injured people in distraction-related crashes).
- Sixteen percent of fatal crashes involved reports of distracted driving.
- The age group with the greatest proportion of distracted drivers was the under-20 age group – 16 percent of all drivers younger than 20 involved in fatal crashes were reported to have been distracted while driving.
- Of those drivers involved in fatal crashes who were reportedly distracted, the 30- to 39-year-olds had the highest proportion of cell phone involvement.

What employees must know:

- Follow your employer's policies and procedures that prohibit texting while driving.
- Reaction time is delayed for a driver that talks on a cell phone as much as it is for a driver who is legally drunk.
- Drivers who text take their eyes off the road 400% more than when they are not texting.
- More texting leads to more crashes. With each additional 1 million text messages, fatalities from distracted driving rose more than 75%.
- Reaching for the radio, eating food, drinking are all equivalent actions that remove your focus from driving.
- Pull over to a shoulder if you must talk or text.

OSHA encourages employers to declare their vehicles "text-free zones" and to emphasize that commitment to their workers, customers, and communities. Employers should :

- Establish work procedures and rules that do not make it necessary for workers to text while driving in order to carry out their duties.
- Set up clear procedures, times, and places for drivers' safe use of texting and other technologies for communicating with managers, customers, and others.
- Incorporate safe communications practices into worker orientation and training.
- Eliminate financial and other incentive systems that encourage workers to text.

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Safety Meeting for June 2019

Topic: “Three-Points of Contact” reduces risk of injury

Introduction: Did you know that getting on and off equipment and vehicles accounts for 1 out of every 4 injuries to those that operate equipment or drive trucks. Many knee, ankle and back injuries result from employees not using proper mount/dismount techniques from equipment. Some of these injuries can be quite severe.

Background: To avoid these types of injuries, it is important to understand the “Three Points of Contact.” Stated quite simply, always keep three points of contact with the ground or the equipment until you are stable on the equipment or on the ground.

What must an employee know: The biggest cause of falls from a vehicle, equipment or ladder is human error - failure to use “Three Points of Contact.” It requires three of four points of contact to be maintained with the vehicle or ladder at all times – two hands and one foot, or two feet and one hand. This technique allows maximum stability and support and reduces the likelihood of slip and falls.

There are important steps that can be taken to prevent mounting/dismounting injuries. **An employer should do the following to ensure the safety of their employees:**

- Conduct safety meeting with employees to require the use of “Three Points of Contact.”
- Inspect trucks, logging equipment, and ladders for serviceability and safety.
- Provide additional steps, non-slip surfaces and hand holds where necessary.
- Maintain steps, contact surfaces and handholds in useable condition. Inspect frequently.
- Install warning decals or signs in the cab or on the door of trucks and heavy equipment reminding workers to use 3-points of contact.

Employees should do the following to reduce the risk of injury:

- Keep truck and equipment steps, ladders and surfaces free of debris.
- Don't use the doorframe or door edge as a handhold.
- Wear footwear with good support and slip resistance.
- Don't try to exit a vehicle with something in your hand.
- Descend slowly to avoid straining a muscle.
- Always mount or climb down while facing the truck or the equipment.
- Get a firm grip on rails or handles.
- Never Jump off from a step or ladder before you reach the bottom or surface



Remember these simple rules and you will have substantially reduced your chance of injury when getting on (or in) as well as off (or out) of a vehicle, equipment, and ladders.

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Safety Briefing for July 2019

Topic: Heat-Related Illness

Introduction: I BET YOU DIDN'T KNOW that the body burns calories and produces heat to keep its temperature at 98.6 degrees Fahrenheit. In a hot environment or during vigorous physical activity, the body will rid itself of excess heat. Two effective ways it does this are sweating and dilation of blood vessels. When sweat evaporates from the skin, you begin to cool off. When blood vessels dilate, blood is brought to the skin surface to release heat.

Background: Heat-related illness takes several forms. Heat rash occurs when sweat ducts get clogged. Heat cramps are painful muscle spasms caused by loss of electrolytes from heavy sweating. If employees develop these conditions, immediately get them out of the heat so they can rest. The next stage of heat-related illness may not be far away. Heat syncope, heat exhaustion and heatstroke develop from prolonged exposure to heat. A victim of heat syncope faints when blood flow to the brain is decreased.

What must an employee know: When the body loses too much water and salt, heat exhaustion sets in. Signs include weakness, dizziness, nausea, headache, heavy sweating, clammy skin and slightly elevated body temperature.

Hot Tips to Cool Conditions

As a supervisor or employee, you should know how to recognize a victim of heat-related illness. Evaluate the symptoms and follow these first aid actions:

Heat cramps: Have the employee sip water or a diluted sports drink. Gently stretch the muscle.

Heat syncope: Have the employee lie down in a cool area.

Heat exhaustion: Lay the employee down in a cool area with his or her legs raised. Remove excessive layers of clothing. Give up to 1 liter of water. Do not give anything to drink if the employee vomits. Cool the worker with cold, wet cloths and a fan.

Heatstroke: Call for medical help immediately. While you wait for help to arrive, move the employee to a cool place, remove clothing down to underwear and apply ice packs at the neck, armpits and groin. Cover the employee with wet towels or cloths or spray him or her with cool water, and fan the employee to quickly evaporate the dampness on the skin.

Catch It Early

Awareness is vital to prevent heat-illness. Supervisors and employees need to watch for warning signs. Employees adapt to the heat, but they usually know their limitations and supervisors should never push beyond those limits. Employees can take other preventive measures to combat the heat:

- ❑ Eat light. The more calories you take in, the more body heat you produce.
- ❑ Drink plenty of fluids throughout the day. Drink at least 8 ounces per half hour.
- ❑ Choose the proper type and amount of clothing. Cotton allows skin to breathe and absorbs sweat. Wide-brimmed hats protect from direct sunlight.

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SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: Heat Related Illnesses

Employees present:

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Safety Briefing for August 2019

Topic: Truck Driver Safety

National Highway Transportation Safety articles tell a chilling story about how serious the problem is that truck drivers face.

- **EVERY 21 MINUTES: A road departure fatality occurs.**

Trucking plays a huge role in the wood products industry from logs to finished furniture. Trucking is the way our industry moves its products to market. Once the truck leaves the logging job, warehouse, plant or mill, drivers are on their own and away from direct supervision. There is a huge amount of responsibility and liability based upon the driver's decisions and actions.

Some of the truck wrecks that have occurred have caused serious injury and some were fatal. Each driver was a family member that did not go home at the end of the workday. Some of the most common causes of accidents involve driver distractions such as talking on a cell phone or CB radio, becoming sleepy from long hauls, reaching for food, and boredom. Of course, other drivers play a huge role in creating some of the worst accidents.

RECOMMENDATIONS to reduce the possibility of accidents:

- Hold regularly scheduled safety meetings to help keep safety awareness at a high level.
- Make sure all medical requirements are met for drivers with commercial licenses.
- Do a thorough pre-trip inspection of the truck and trailer.
- Ensure scheduled maintenance has been completed.
- Check often to make sure the brakes and tires serviceable.
- Check the load often. Tighten binders and chains frequently.
- Know your load. A double bunk load of cut logs pulls and handles differently than a load of tree-length wood or wood chips. Pallets and finished furniture handle differently than wet or dried packs of lumber.
- Use your seat belt.
- Drive alert and avoid distractions. Constantly scan ahead. Do not use cell phones while driving.
- Constantly scan your mirrors. Be aware of blind spots.
- Adjust your speed for the driving conditions you encounter. Always be aware of following distances, your truck doesn't stop on a dime.

Accidents can be prevented. Lower risk through safety awareness. Reduce the chance of an accident. by taking the time to hold safety briefings with your trucking employees. Drive safely.

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Safety Meeting For September 2019

Topic: Lockout in the Woods and Sawmills

Injuries involving logging and sawmill equipment are never small. Most injuries from recent accident investigations revealed that improperly applied lockout/tagout procedures were the contributing factor in all cases and all incidents were preventable. We have had several amputations because the energy was not properly released.

Most often, amputations, severe lacerations, as well as broken leg and facial bones, were the end results when employees failed to allow all moving parts to completely stop. On several occasions, employees did not allow enough time for the chipper wheel that holds the blades to stop rotating before opening doors to perform maintenance. Opening doors and removing guards before all parts are at a “Zero-energy state” will hurt or even kill the operators. One operator on a whole tree grinder lost part of an arm and a foot. During our investigations, employees seemed unaware or were improperly trained on the hazard(s) associated with machinery coast down time.

Employers are required to develop, document, and implement **machine specific lockout/tagout procedures** for their equipment. Procedures must include all energy source(s) that may be a hazard or encountered during maintenance operations. Some of the most overlooked energy sources are air, hydraulics, and machinery **COAST DOWN TIME** for rotating or moving parts.

Training employees on lockout/tagout procedures is an OSHA requirement that ensures the safety of all employees. Educate them on the hazards (machinery coast down, electrical circuits, hydraulic and pneumatic systems, spring energy, gravity systems, or any other) associated with equipment and machinery. Some lockout/tagout guidelines that should be included in your program are:

- ❑ **Neutralize energy source(s)**
Disconnect electricity. Block movable parts. Release or block spring energy. Drain or bleed hydraulic and pneumatic lines. Lower suspended parts to rest positions. Allow machinery coast downtime for parts rotation.
- ❑ **Lockout devices**
Use only locks, hasps, and covers identified for lockout purposes. Each authorized worker must have a singularly identified lock.
- ❑ **Tagout power sources**
Tag machine controls, pressure lines, starter switches and suspended parts. Tags should include your name, department, how to reach you, the date and time of tagging and reason for the lockout.
- ❑ **Verify equipment isolation**
Check that all workers are clear. Ensure locking devices are securely placed. Attempt normal start-up procedures. Return controls to the off or neutral position.
- ❑ **Releasing machinery from LOTO**
Inspect the area and equipment. Replace machine guards. Account for all tools and place them back into toolbox. Inform affected employees of machine start-up. Restore system connections.

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Safety Meeting for October 2019

Topic: “**Motor Vehicle Accidents are Preventable**”

Introduction: Work-related motor vehicle accidents are one of the leading causes of workplace injury in the United States. Injuries that result from these type of accidents range from bumps and bruises to loss of life. Employers must reminds all drivers to pay attention to the traffic, road and weather conditions and follow common sense driving safety rules:

Background: Studies of accidents reveal statistics that show drivers do not account for road or weather conditions and their attention can be distracted by different things such as eating, drinking, talking to a passenger, or texting. However, the most often occurring accident is the rear-end collision. Following too close and not accounting for road conditions or weather are some of the leading causes cited by police officers. It does not matter if you drive a semi-truck, pick-up truck, motorcycle, or automobile, use a common sense approach to your driving. You cannot control the other driver’s actions, **but you can control your driving decisions.**

An automobile insurance company came up (from accident reports) with a partial list, that people actually admitted to besides the obvious phone distractions of texting and talking, including:

- taking selfies
- applying makeup/curling eyelashes/styling hair
- reading/ scratching off lottery tickets
- changing clothes
- singing and dancing
- romantic encounter/PDA
- brushing/flossing teeth putting in contact lenses or eye drops

An employer should do the following to ensure the safety of their employees:

- **DO NOT GET BEHIND THE WHEEL** if you are under the influence of alcohol or drugs.
- It’s the law - Always wear your seat belt!
- Keep both hands on the wheel and your eyes on the road.
- DO not eat or drink while driving. Have you ever spilled a drink or dropped a chip?
- Do not tailgate!
 - In congested traffic - back off and allow proper braking distance between vehicles.
 - Use the 3-second following rule – it can prevent a rear end collision.
 - Glance at a fixed object (sign, light pole, or tree) ahead of the car in front of you.
 - When the car in front passes the object, count 3 seconds (one- thousand one, one-thousand two, one-thousand three). If you pass the object at 3 seconds, you have enough braking distance to stop.
 - In heavier traffic, you must adjust your following distance. Add a few more seconds to give you room to stop.
 - At night and in bad weather, increase your following distance even more.
- Slow down for the road conditions you travel. **Speed is the leading cause of vehicle accidents.**
 - Faster speeds decrease your ability to react to sudden hazards.
 - Road conditions (rain, ice, fog, etc.) create stopping distance hazards.
- Drive defensively. **BE PREPARED** for the other driver or their unsafe actions.
- Pay special attention at intersections – watch out for the drivers trying to beat the light.
- In many states, it is against the law to talk on a hand-held phone. In most states, it is against the law to drive and text. Use a blue-tooth or hands-free device with voice activated commands.

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Safety Meeting for November 2019

Topic: Fire Hazards on the Job

Introduction: In the past, we experienced several horrific claims with employees throwing fuel onto an open flame. Even after we contacted all our policyholders to let them know of the dangers of this practice and injuries we experienced, we still continued to have injuries from individuals throwing gasoline onto an open fire. As the cold weather approaches and the fires begin, here is our warning: **DO NOT POUR FUEL ONTO A FIRE OR HOT EMBERS.**

What must an employee know: Your actions can lead to death or disfiguring injuries. Your actions from a moment of inattention, carelessness, or ignorance by trying to “HELP” a fire to start or burn hotter can change the rest of your life. Your careless act can mutilate, kill, and destroy everything that took a lifetime to build. Fire will take away your work place, your job, and possibly your life.

SAFETY CONSIDERATIONS:

- **DO NOT POUR FUEL ONTO OPEN FLAMES OR GLOWING ASHES.**
- Do not throw trash with plastic soda or water bottles into the fire. They will burst when the heat expands the gases trapped inside them and spray sparks and embers when the pressure is suddenly released.
- Do not pour waste oil as it may contain flammable materials that can flash and burn you.
- Remember that the ULSD diesel, also known as #1 Diesel, has a flash point at 100.4 degrees instead of the 140 degrees of #2 Diesel.
- Do not store fuel containers near open fires.
- Do not store flammable fuel, liquids, or gases near doors or exits in buildings.
- Do not try to help the fire along without knowing the hazards involved.

Do not end up in a burn center because YOU failed to follow these guidelines. In one split second, your life and those of your families could change forever.

Do not be in a hurry to become a statistic. Slow down, be patient and do not try to accelerate a fire with flammable/combustible liquids. Be smart as it is better to be safe than burned.

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Safety Meeting for December 2019

TOPIC: Trip and Fall Hazards

Introduction: I BET YOU DIDN'T KNOW that each year OSHA releases data on their "Top 10" incidents. For too long it has been reported that over 1,000 workers have died on the job, with 335 or 32%, resulting from falls.

Background: Each year, falls consistently account for the greatest number of accidents and fatalities in the forestry and wood manufacturing industries and other industries as well. Events surrounding these types of accidents often involve a number of factors, including unstable work surfaces, misuse or lack of fall protection equipment, and human error. Studies have shown that the many deaths and injuries from falls can be prevented with the use of guardrails, fall arrest systems, safety nets, covers, and barrier guards.

What must an employee know: Serious and fatal injuries can result from a fall. **As our workforce ages, precautions must be put in place to account for loss of agility.** Everyone must be alert to the hazards that can lead to tripping and in turn, cause falls. If hazards are discovered, they must be reported to the supervisor and immediate action must be taken to eliminate them.

The following hazards cause many falls:

- ❑ Performing elevated maintenance without the use of proper fall protection. Always wear a personal fall arrest system that is properly fitted. Match the system to the work situation and keep the potential free fall distance to a minimum.
- ❑ Lumber, debris, slippery surfaces, and unorganized materials and equipment in the work area can cause serious trip and fall hazards. Good housekeeping practices can eliminate these hazards and reduce injuries.
- ❑ Stairways/stairwells can also be serious hazards. Always place handrails on stairs and stairwells. Most injuries in stairs occur due to failure to use the handrails. Also, never place or store materials or tools on stairways.
- ❑ Three points of contact are needed to safely enter or exit equipment, vehicles or platforms. This simple method if used, can reduce most injuries from falling off equipment.
- ❑ Ladder misuse contributes to a large number of accidents and even deaths. Follow proper ladder procedures to reduce your chances:
 - Ladder rails and rungs must always be of the proper design, material and size. Ladders should never be used if the rails are cracked or the rungs are broken.
 - Ladders that lead to landings or walkways should extend at least 36 inches above the landing and must be securely fastened.
 - Improper placement of the ladder can result in a sudden shift. The base of the ladder should be set at a distance of one-fourth the height of the ladder away from the wall or structure.
 - Always use two hands when climbing a ladder. Carrying objects in one hand can cause a sudden fall. Place both hands on the side rails, or rungs.
 - Ascending or descending a ladder backwards is a sure way to head for trouble. Always face the ladder when climbing, descending or working on it. Remember, three points of contact!
- ❑ Many serious slips, trips and falls can occur while hurrying -- **WALK**, don't run.
- ❑ Management can do everything possible to provide safe working conditions, but your help is essential. Report any unsafe condition you discover to your supervisor immediately.

