

**Focus on Guiding Principle #2:**

**“People are the most critical element.”**

**February 2016**

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**Focus on Guiding Principle #2: “People are the most critical element.”**

## Daily Safety and Health Topics

February 2016

Focus on Guiding Principle #2: "People are the most critical element."



*Focus on Guiding Principle #2: "People are the most critical element."*

**February 1, 2016**

## **Safety Focus**

### **COMPLACENCY**

The dictionary defines complacency this way, “self-satisfaction accompanied by unawareness of actual danger or deficiencies”. Numerous accidents have occurred when we allow ourselves to become over confident and complacent in our everyday activity. Working safely is not easy, nor is it automatic. We have to consciously work at it. Many of our jobs are repetitive in nature, and the more we do it, the better the chance that we are becoming complacent without even realizing it. There’s the potential danger, the danger of complacency!

## **Health Tip of the Day**

### **VARY YOUR WORKOUTS**

For some people, it's hard to break out of a comfortable routine. Did you know that in order to improve your fitness level you may have to do just that? Bodies adapt, so it's important to periodically change your routine to help challenge your muscles and make further improvement more likely. It may also help prevent boredom with the same old thing. As you adjust, be sure to increase intensity gradually to prevent injuries. Source: American Council on Exercise

## **D&I Focus**

Diversity means understanding. *Stuart Scott*

**Today is ...** National Freedom Day

***Focus on Guiding Principle #2: “People are the most critical element.”***

**February 2, 2016**

**Safety Focus**

**SAFETY, IT'S YOUR CHOICE**

Believe it or not, but it is “your choice” if you are going to get injured. It is your choice whether you take that shortcut or do the job right. It is your choice whether you follow the safety rules or not. The end result is “not” your choice. If you choose to take that shortcut, you are giving up “your choice” to remain injury free. Make the “right” choice! Don't take shortcuts! Follow the safety procedures for your task, at home, at work, and at play.

**Health Tip of the Day**

**TAKE ACTION!**

"Nobody made a greater mistake than he who did nothing because he could only do a little." - Edmund Burke, Take a small step today!

**D&I Focus**

I'm glad I understand that while language is a gift, listening is a responsibility. *Nikki Giovanni*

**Today is ... Groundhog Day**

***Focus on Guiding Principle #2: “People are the most critical element.”***

**February 3, 2016**

## **Safety Focus**

### **LUCK HAS NOTHING TO DO WITH SAFETY**

Safety does not come naturally – it requires you to constantly ask questions and educate yourself. Your attitude and your behavior will ultimately determine how safe you are.

- Become involved with your safety team.
- Help with safety training and safety meetings.
- Suggest safer work practices and procedures.
- Know your role in an emergency.
- Take responsibility for housekeeping.
- Keep abreast of your surroundings.
- Think about your back.
- Wear your PPE.
- Provide effective coaching and communication to your team.

## **Health Tip of the Day**

### **SETTING GOALS**

If you're like many, perhaps you've made your goals for the new year. If losing weight and getting in shape are at the top of your list, aim for realistic weight loss goals. Make small adjustments to your eating and activity habits each week and focus on changes you can sustain for the long term. Remember, success with smaller goals can greatly improve your ability to take charge of the larger ones.  
Source: HealthFitness

## **D&I Focus**

It's not the load that breaks you down, it's the way you carry it. *Lena Horne*

**Today is ...** Girls and Women in Sports Day

**Focus on Guiding Principle #2: "People are the most critical element."**

**February 4, 2016**

## **Safety Focus**

### **ARE YOU SAFE OR JUST LUCKY?**

How many times in the past – both on the job and at home – have you said to yourself, "Wow! That was a close one!" No matter what department you work in – production, maintenance, the warehouse, or in the office – accidents can happen. That's why we all need to be reminded to keep safety first. We are committed to preventing accidents through Human Performance, safe work practices and safety education – not luck. Luck is not a strategy. It's an invitation to becoming complacent. Think safely in everything you do!

## **Health Tip of the Day**

### **SAVING FOR FINANCIAL WELL-BEING**

A new year is a great time to create habits that support financial well-being and peace of mind. According to many financial professionals, setting aside three to six months of income to handle emergencies and unexpected expenses is an important savings goal. If that target feels out of reach, start small. Pay yourself first by setting aside money each week or from each paycheck. You may be able to have your financial institution set up automatic transfers to a savings account. Even small changes, such as packing a lunch from home rather than dining out, can add up to substantial savings over time. Source: Financial Literacy & Education Commission

## **D&I Focus**

Diversity is not about how we differ. Diversity is about embracing one another's uniqueness. *Ola Joseph*

**Today is ...** Homemade Soup Day

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 5, 2016**

## **Safety Focus**

### **SLIPS, TRIPS AND FALLS – PAY ATTENTION**

Slips, trips and falls are the number one cause of industrial injuries in the U.S. Thousands of disabling injuries — and even deaths — occur each year as a result of slips, trips, and falls. Pay attention to your movements and surroundings:

- Stop, Think, Act and Review as you go through your daily tasks
- Focus on where you're going, what you're doing, and what lies ahead.
- Expect the unexpected.
- Take responsibility for fixing, removing, or avoiding hazards in your path.
- Walk, don't run.
- Report or replace any burned out lights or inadequate lighting.
- Watch out for floors that are uneven, have holes, etc.
- Don't carry loads you can't see over.
- Walk slowly on slippery surfaces. Slide your feet and avoid sharp turns.

Situational awareness is one of the best defenses against slips, trips and fall.

## **Health Tip of the Day**

### **CONSIDER YOUR SURROUNDINGS**

Our surroundings can impact the choices we make. Making just a few simple changes in your environment can help support healthy habits. For example, put away the candy dish and replace it with a bowl of fresh fruit. Cut up veggies ahead of time and put them at eye level in your refrigerator. Keep a pair of walking shoes at work. These small changes can serve as reminders and help to make healthy options the easy options! Source: HealthFitness

## **D&I Focus**

You're not obligated to win. You're obligated to keep trying to do the best you can every day. *Marian W. Edelman*

**Today is ...** National Wear Red Day

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 6, 2016**

## **Safety Focus**

### **GIVE YOURSELF A HAND**

Two of the most intricately designed instruments that we work with each day are our hands. We probably couldn't use any other devices that can take the beatings our hands take and still turn our precision maneuvers. We have come to take our hands for granted, except when we get our finger pinched in a door or touch something very hot, or perhaps receive a minor cut or scrape. Then we remember that our hands are present and that they're sensitive, too. Unfortunately, we forget this experience and start taking them for granted again. A good thing to always keep in mind is that your hands are fearless. They'll go anyplace they're sent, and they'll act only as wisely as the person they belong to.

## **Health Tip of the Day**

### **FOOD SAFETY FOR MEATS AND POULTRY**

Washing raw meats and poultry prior to cooking is a common practice, but did you know that it's not a good idea? Doing so can spread bacteria and contaminate your sink, countertops, and other kitchen surfaces. There is no need to wash meats, poultry or eggs; just be sure to cook them to a safe temperature. Also, always thaw frozen foods in the fridge and use separate utensils, plates, and cutting boards for raw versus cooked foods. For more information on food safety, visit [www.foodsafety.gov](http://www.foodsafety.gov).

Source: U.S. Department of Health and Human Services

## **D&I Focus**

Never be limited by other people's limited imaginations. *Dr. Mae Jemison*

**Today is ...** Take a Child to the Library Day

***Focus on Guiding Principle #2: "People are the most critical element."***



**February 7, 2016**

## **Safety Focus**

### **LIFTING PROPERLY**

One out of every four work injuries result from materials handling. But you say that's not a part of your job. The trouble is that many of those who are injured get hurt because the LIFT and PUSH and PULL when it's NOT a part of their job. So go easy on the heavy work. Sooner or later you're going to lift something, whether it's a part of your job or not so do it right.

- First look at what you're lifting. If there is any doubt, get help.
- If the load has sharp edges, slivers, protruding nails or is slippery, you should know about it before you hold it in your hands.
- Find out how heavy it is.
- Check the footing to be sure that the floor is clear.

Now you're ready to lift. Bend your knees, keep your feet apart, and get a good grip. Lift by straightening your legs with your back vertical, so that your strong leg muscles do all the work.

## **Health Tip of the Day**

### **A ROCK CLIMBING WORKOUT**

Looking for something physically challenging and adventurous? Consider rock climbing. Many cities now have convenient indoor climbing walls where you can learn the basics with an instructor and get comfortable before braving real cliffs. While clearly not for everyone, this activity can build strength, flexibility, strategic thinking and coordination. Consult your doctor before you start if you are not sure if this activity is right for you. Source: HealthFitness

## **D&I Focus**

Laundry is the only thing that should be separated by color. *Author Unknown*

**Today is ...** National Fettuccine Alfredo Day

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 8, 2016**

## **Safety Focus**

### **THOUGHTS TO START THE WORK DAY**

Do you realize how important your safety is to you and to your family? Are you "on the alert" every minute of the day to the dangers of using unsafe procedures? Many safety procedures have been designed to protect you on the job. These safety procedures are vital for you are up against a host of threats to your hands. Safe procedures protect hands against sharp edges, improperly conditioned hand tools, improperly handled material, and other pinch points. Be on guard every minute of the day. Failure to observe just one safe procedure just one time can cause injury to those vulnerable "tools" ... YOUR HANDS.

## **Health Tip of the Day**

### **FEEL GOOD ABOUT YOURSELF TODAY**

Be sure the people around you *make you feel good about you* -- no matter what your size or health condition. In addition, if close friends encourage you to smoke, overeat, or drink too much, find some new friends who have good health habits and also want a healthier you. Source: Sparkpeople

## **D&I Focus**

I was raised to believe that excellence is the best deterrent to racism or sexism.  
*Oprah Winfrey*

**Today is ...** Chinese New Year

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 9, 2016**

**Safety Focus**

**ACCEPT IT – IT'S YOURS**

Accident prevention is the responsibility of everyone. You've heard that statement probably more times that you can remember, but it is a fact. Safety responsibility has to be the responsibility of each and every one of us. No one person or department can constantly watch, guide or instruct every operation that is going on throughout a company each day. Leadership at all levels is concerned with your safety. However, they can't be with you every minute on every job, and you have to accept you own responsibility for safety.

**Health Tip of the Day**

**HIT THE PAUSE BUTTON BEFORE GIVING IN TO A CRAVING**

Eating because you're bored, tired, or tense can make you feel out of control. Try to delay the urge to graze: When a craving hits, do something else for 5 to 10 minutes, then see if you still want to eat. Chances are, the urge will have faded, at least a little. Source: WebMD

**D&I Focus**

Change will not come if we wait for some other person or some other time. We are the ones we've been waiting for. We are the change that we seek. *President Barack Obama*

**Today is ... National Stop Bullying Day – (Mardi Gras Day)**

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 10, 2016**

## **Safety Focus**

### **PREVENT BACK STRAINS AND PAINS ON THE JOB**

Whether it is construction requiring heavy lifting or office work that requires sitting in the same position for extended periods, just about every job presents the opportunity for back pain. Help avoid back pain by using your Human Performance tools and understanding the triggers and incorporating healthy prevention. According to the Mayo Clinic, doctors and scientists are unsure of all the causes of back pain, but suggest the following are the most common in occupational settings: exerting force, repetition, unhealthy posture, and stress.

## **Health Tip of the Day**

### **STRETCHING AT YOUR WORKSTATION**

Working for long hours at your desk can cause tightness. Try these stretches for your upper body. First, interlock your fingers behind your head, keeping your elbows straight out to the sides. Pull your elbows forward, feeling the stretch through your upper back and shoulder blades. Next, pull your elbows back to stretch your chest and shoulder muscles. Drop your arms to your sides. Now turn your chin toward your left shoulder to feel the stretch on the right side of your neck. Do the same on the other side. Hold each stretch for 10 to 30 seconds and stretch gently. Source: HealthFitness exercise physiologist

## **D&I Focus**

Whatever is bringing you down, get rid of it. Because you'll find that when you're free . . . your true self comes out. *Tina Turner*

**Today is** ... National Umbrella Day – (Ash Wednesday)

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 11, 2016**

## **Safety Focus**

### **TAKE A CLOSE LOOK AT CLOSE CALLS**

A “close call” or accident without injury is easy to shrug off and forget. But, there is a danger in brushing off accidents that don’t hurt, harm or damage. When a “close call” happens, it should immediately send up a red warning flag that something was wrong, unplanned, unexpected, and could happen again. The next time it happens, it could result in serious damage, injury or death. For every accident there are usually several contributing factors, most of which can be controlled. The best way to prevent the reoccurrence of an accident is by looking at those “close calls.” By investigating the root causes of an accident, steps can be taken to eliminate the hazard and improve the work system.

## **Health Tip of the Day**

### **CANCER PREVENTION**

According to the American Cancer Society, approximately one-third of the cancer deaths that occur in the U.S. are attributed to poor nutrition, physical inactivity, overweight and obesity. How can you help reduce your cancer risk? Maintain a healthy weight throughout life, adopt a physically active lifestyle, and eat a healthy diet with an emphasis on plant sources. If you drink alcoholic beverages, limit your intake. Get tested for common cancers and pre-cancers, as recommended by your health care provider. Source: American Cancer Society

## **D&I Focus**

It is not our differences that divide us. It is our inability to recognize, accept, and celebrate those differences. *Audre Lorde*

**Today is ... Don't Cry Over Spilled Milk Day**

***Focus on Guiding Principle #2: “People are the most critical element.”***

**February 12, 2016**

## **Safety Focus**

### **NO SHORTCUT TO SAFETY**

Everyone takes a shortcut at one time or another. You cross the street between intersections instead of using the crosswalk or jump a fence instead of using the gate. But in many cases, a shortcut can involve danger. If you have the habit of taking dangerous shortcuts, break it. It's your responsibility to avoid dangerous shortcuts and to warn against anyone else you see taking them. Even if the job will only take a few minutes, it isn't worth risking your safety and health for those few minutes by allowing yourself to become a victim of time pressure. The safest way isn't always the shortest way, but it's the surest way.

## **Health Tip of the Day**

### **IT'S CITRUS SEASON**

Citrus fruits are delicious and nutritious. Best known for their high vitamin C content, these fruits are also good sources of other nutrients such as potassium, folate, fiber and a variety of phytochemicals (health-protecting compounds found in plants). Choose from favorites including oranges, grapefruits and tangerines. Select citrus fruit that is firm, feels heavy for its size, has vibrant color and a smooth peel. Add them to a salad or simply peel and enjoy! Source: Produce for Better Health Foundation

## **D&I Focus**

Racial superiority is a mere pigment of the imagination. *Author Unknown*

**Today is ...** National Plum Pudding Day

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 13, 2016**

## **Safety Focus**

### **IT'S YOUR DECISION**

People are not perfect and even the best can make mistakes. Most of us like to get our work done with the least amount of effort, and as quickly as possible. We all want to get the most work out of the energy we use on the job. This is good because it often results in discovering newer and more efficient ways of getting our job done. However, sometimes we talk ourselves into taking an unsafe shortcut by using flawed reasoning. We convince ourselves that it is worth taking the risk because we're in a hurry and can probably get away with it this time without being injured. After all, we have done it before and were not injured then. Remember, you always have a choice, but only you can decide to do it the safe way. The safe way is usually not the shortest or quickest way, but it's your decision.

## **Health Tip of the Day**

### **WHAT IS A HEALTHY WEIGHT?**

A healthy weight is one that lowers your risk for health problems, and is unique to each person. Body mass index (BMI) and waist circumference are two measures health professionals often use to determine whether your weight poses potential health problems (although these measures are not the only indicators of health). Balancing food choices with physical activity can help you reach or maintain a healthy weight. If you want to lose weight, slow and steady is the way to go. Make gradual changes that you can stick with. Source: National Heart, Lung, and Blood Institute

## **D&I Focus**

Greatness occurs when your children love you, when your critics respect you and when you have peace of mind. *Quincy Jones*

**Today is ...** World Radio Day

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 14, 2016**

## **Safety Focus**

### **UNSAFE ACTS**

Most of us know that accidents are caused by only two things - unsafe acts or practices, and unsafe conditions. Some of us even know that nine out of 10 accidents are the result of unsafe acts, or things we do when we know better. This is kind of strange if you think about it. We have more to fear from our own actions than from any other job hazards around us. Why do we deliberately expose ourselves to injury every day? Most of us are just thinking about getting the job done and we tend to rationalize the risk of getting injured. We think to ourselves that we have done this job many, many times this way and nothing bad has happened. Some of us are fairly meticulous about following safe work practices, but because a job "will only take a minute" we use an unsafe method or tool. Only you can decide to take the time to do your job safely and correctly the first time. Accidents and injuries can happen when you choose not to work by procedure or policy even with the best intentions.

## **Health Tip of the Day**

### **RISKY EXERCISE AND ALTERNATIVE**

#### **Lat Pull-down Behind the Head**

The problem: Only people with very mobile shoulder joints can keep their spines straight enough to do this exercise properly. So the move — done wrong — can lead to shoulder impingement or worse, a tear in the rotator cuff. And if the bar hits the back of the neck, it could injure cervical vertebrae.

#### **Front Pull-down**

On the pull-down machine, lean back a few degrees, use a wider-than-shoulder grip, and bring the bar down in front of your body to the breastbone, pulling shoulder blades down and together. Contract your abdominals to stabilize the body, and avoid using momentum to swing the bar up and down. The lat pull-down works the muscles of the upper back. Source: WebMD

## **D&I Focus**

Love makes your soul crawl out from its hiding place. *Zora Neale Hurston*

**Today is ...** National Donor Day

**Focus on Guiding Principle #2: "People are the most critical element."**



**February 15, 2016**

## **Safety Focus**

### **THE RIGHT SAFETY ATTITUDE**

Employees are paid for production, and there can be no quarrel with the worker who gives his or her all. However, this doesn't mean you have to take safety shortcuts, since statistics indicate that accident prevention and high production go together like peanut butter and jelly. Accidents cost money, and must be paid for by the company. This cost is not like the cost of materials, equipment, or wages. It is a total loss, to say nothing of the loss and suffering of the injured employee. There is no return for the company or the injured employee on money spent as the result of an accident. Look at it this way: An accident-free business is a profitable business. Don't fall victim to time pressure.

## **Health Tip of the Day**

### **PLAN AHEAD FOR SAFETY WHILE EXERCISING AT NIGHT**

Exercising safely at night requires a bit of planning. Here are some things to consider before heading outside:

- Plan your route and tell someone where you will be. Let your friends or family members know when to expect you back and make sure they know your exercise route.
- Carry a cell phone at all times. It's also a good idea to locate all public telephones along your route in case your phone is lost or stolen along the way.
- Carry identification. Bring a driver's license or some sort of ID tag. At the very least, make sure your name, phone number and emergency medical information is printed inside of your shoe or on a card in your pocket.
- Don't wear jewelry or carry money. This can help reduce your risk of being targeted for a robbery.
- Dress to be seen. Wear reflective materials and bright colors so drivers can see you easily. Although most running shoes now have reflective materials built into them, you can increase your visibility by wearing specially designed running pants, shorts, jackets or even a reflective vest. Carry a flashlight or a flashing device to make you even more noticeable on dark streets.

Source: Sparkpeople

## **D&I Focus**

One of the lessons that I grew up with was to always stay true to yourself and never let what somebody else says distract you from your goals. And so when I hear about negative and false attacks, I really don't invest any energy in them, because I know who I am. *Michelle Obama*

**Today is ... Clean Out Your Computer Day**

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 16, 2016**

## **Safety Focus**

### **Think Safety**

Care and attitude are two of the more important aspects of your job. They not only affect the way you do your job, but also have a definite relationship to your mental as well as your physical well-being. Have you ever noticed how much energy you have for the things you enjoy doing, projects you are enthusiastic about? It has been proved that people who perform their jobs with an assured attitude are more safety-conscious, work more efficiently, and have a healthier outlook. The use of positive reinforcement for appropriate behaviors helps people achieve higher levels of performance. Safety means approaching your job with confidence, doing things the right way, the safe way, with concern for others.

## **Health Tip of the Day**

### **REFRAME YOUR FRUSTRATIONS**

Researchers at the University of Kent in England found that people who strived to see the positive side of things that went wrong -- rather than venting to friends about what went wrong, or blaming themselves for small failures -- were happier and more satisfied at the end of the day.

"If you didn't get that promotion or you failed an exam or a relationship disintegrated, what can you learn from it? Failure can be a huge gift," Lombardo says.

Source: WebMD

## **D&I Focus**

If you don't like something, change it. If you can't change it, change your attitude.

*Maya Angelou*

**Today is ...** National Almond Day

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 17, 2016**

## **Safety Focus**

### **GOLDEN RULE FOR SAFETY**

Nearly everyone has heard of the Golden Rule — "Do unto others as you would have them do unto you." Many different religions and philosophies have a similar way of expressing this rule, yet very few people apply it in their daily living. What does this have to do with safety? The answer is that if each of us would accept and follow a Golden Rule pertaining to safety, each of us would be less likely to come to harm, whether on the job or off. Here at work, it would mean that our safety record would improve. Whenever you approach safety from this angle, you are right back to our often-discussed subject of safety attitudes. A Golden Rule for safety is another way of developing a better mental attitude.

## **Health Tip of the Day**

### **'PAY IT FORWARD' PAYS OFF**

In a study published in the March 8 early online edition of the *Proceedings of the National Academy of Sciences*, researchers from the University of California, San Diego and Harvard provide the first laboratory evidence that cooperative behavior is contagious and that it spreads from person to person to person. When people benefit from kindness they "pay it forward" by helping others who were not originally involved, and this creates a cascade of cooperation that influences dozens more in a social network. Source: UC San Diego News Center

## **D&I Focus**

Our nation is a rainbow - red, yellow, brown, black, and white - and we're all precious in God's sight. *Rev. Jesse Jackson*

**Today is ...** Random Acts of Kindness Day

**Focus on Guiding Principle #2: "People are the most critical element."**

**February 18, 2016**

## **Safety Focus**

### **RIGHT HABIT, SAFE HABIT**

Everybody needs a hand from time to time, whether it's help with a tough job, special advice on tackling a new or unfamiliar job, or the expert's word on handling potentially dangerous equipment and materials. Even more critical is the helping hand for new employees on the job, because that's when they form habits that carry them through their whole work career. That's why the beginner, from the first day on the job, must learn his or her job the right way and the safe way.

## **Health Tip of the Day**

### **EXERCISE BEGINNER'S TIP: START SLOW**

Don't just jump right in and start exercising five days a week -- that's a recipe for disaster, says John Higgins, MD, Director of Exercise Physiology at the University of Texas Health Science Center in Houston. It's better that you gradually work up to exercising several days per week while you see how your body responds.

"Start low and go slow," Dr. Higgins said. "The current recommendation is 2-3 days per week, for at least 30 minutes per day. But for someone who is just starting out, we recommend that they start at 1-2 days per week and ramp it up from there."

Source: Everyday Health

## **D&I Focus**

Do not call for black power or green power. Call for brain power. *Barbara Jordan*

**Today is ...** Drink Wine Day

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 19, 2016**

## **Safety Focus**

### **DON'T KICK THE HABIT**

The easy way to do something right is to make it a habit, since good habits make hard jobs simple. Yes, good habits may take time to develop, but they'll work for you forever. Good habits work for us even when we're not at our best. Unlike conscious actions, they don't depend on how we feel or how busy we are. And habits are always more reliable than memory. Once a habit has been firmly established, you cannot forget it or ignore it, even if you want to. It becomes almost second nature.

## **Health Tip of the Day**

### **EATING HABITS AND BEHAVIORS**

Food gives our bodies the energy we need to function. Food is also a part of traditions and culture. This can mean that eating has an emotional component as well. For many people, changing eating habits is very hard. You may have had certain eating habits for so long that you do not realize they are unhealthy. Or, your habits have become part of your daily life, so you do not think much about them.

**Keep a Journal** – A food journal is a good tool to help you learn about your eating habits. Keep a food journal for 1 week.

- Write down what you eat, how much, and what times of the day you are eating.
- Include notes about what else you were doing and how you were feeling, such as being hungry, stressed, tired, or bored. For example, maybe you were at work and were bored. So you got a snack from a vending machine down the hall from your desk.
- At the end of the week, review your journal and look at your eating patterns. Decide which habits you want to change.

## **D&I Focus**

You have to believe in yourself when no one else does -- that makes you a winner right there. *Venus Williams*

**Today is ...** National Chocolate Mint Day

**Focus on Guiding Principle #2: "People are the most critical element."**

**February 20, 2016**

## **Safety Focus**

### **START AND FINISH SAFELY**

There's a start and a finish to just about everything, including your daily job activities. Getting off on the right foot in your job each day is important not only to your personal success but to your safety, as well. The same goes for the end of the day. A good ending is a key part of the overall safety picture. Remember, safety doesn't punch a time clock. It has to be on the job for every shift — 24 hours each day. Don't fall victim to first shift/last shift trap.

## **Health Tip of the Day**

### **FINDING A GOOD EXERCISE VIDEO**

Exercise videos can help improve fitness, but be sure that the instructor is both experienced and knowledgeable about exercise science. The workout should include a warm-up and cool-down. Consider videos that have modified or alternative movements for various fitness levels. This allows you to personalize the exercise routine. Preview the video before trying it to make sure it is appropriate for your fitness level. Source: HealthFitness

## **D&I Focus**

A good head and a good heart are always a formidable combination. *Nelson Mandela*

**Today is ... Love Your Pet Day**

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 21, 2016**

## **Safety Focus**

### **WHY IT IS IMPORTANT TO YOU**

There are many reasons that a company wants its employees to work safely. But everyone must have a more important reason to work safely than just because the company says to. They must have a personal reason. Your reason may be your family. What would they do if you were to get hurt? How about your hobbies? Would you still be able to enjoy them with a serious disability? What you do for a living is nothing more than a means towards a goal that you have set for yourself. Whatever your goals may be, they all generally tie back in some way to what you do for a living. And what you do for a living could be seriously derailed by an accident. All your goals can go up in smoke if you are injured and disabled.

## **Health Tip of the Day**

### **QUIT SMOKING, SAVE MONEY**

Cigarette prices vary by state, running from \$10.06 (New York), to \$4.50 (Missouri), according to a 2010 survey by Orzechowski and Walker, an Arlington, VA, consulting firm. The average pack costs \$5.95, according to the survey. Your savings on a pack-a-day habit amount to about \$180 each month or more than \$2,100 annually. Nonsmokers pay 14 percent less for health insurance, according to eHealthInsurance.com estimates. The only financial downside is you'll likely have to be smoke-free for 12 months before your premiums decrease, says Carrie McLean, consumer specialist for the company. Women can save \$45 a month or \$540 annually, according to eHealthInsurance.com estimates. Men can save \$21 a month or \$252 annually. Source: Bankrate.com

## **D&I Focus**

I have learned over the years that when one's mind is made up, this diminishes fear.  
*Rosa Parks*

**Today is ...** Card Reading Day

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 22, 2016**

## **Safety Focus**

### **ACCIDENT PREVENTION**

Accident prevention begins with **YOU!** Accident prevention is everyone's responsibility. In order to achieve the goal of zero accidents, the following elements must be in place:

1. Commitment from Employees and Leadership
2. Hazard Recognition and Elimination
3. Training to Increase Knowledge in Recognition of Hazards
4. Accident Investigation and Corrective Action to Prevent History From Repeating
5. Use all you Human Performance Tools.

## **Health Tip of the Day**

### **TRANS FATS BAN**

The Food and Drug Administration has released a rule that partially hydrogenated oils, a source of artificial trans fat, must be removed from food products by mid-2018. Trans fats raise "bad" (LDL) cholesterol and can lower "good" (HDL) cholesterol, contributing to the risk of heart disease and stroke. Common sources of trans fats are fried foods like doughnuts and French fries, and baked goods such as pastries, pie crusts, cookies, and foods made with stick margarine or vegetable shortenings. Look at the ingredients on product labels before you buy. If the words "partially hydrogenated" appear in the ingredient list, the product likely contains trans fats. Source: U.S. Food and Drug Administration; American Heart Association

## **D&I Focus**

Hate is too great a burden to bear. It injures the hater more than it injures the hated.  
*Coretta Scott King*

**Today is ... World Thinking Day**

***Focus on Guiding Principle #2: "People are the most critical element."***



**February 23, 2016**

## **Safety Focus**

### **ATTITUDE AND BEHAVIOR**

Humans instinctively seek to avoid pain and death. And yet, we may behave in a manner that is a threat to our well-being. There are a couple of reasons why this occurs. The first is lack of knowledge. What you do not know, can hurt you! The second reason we may act in a risky manner is attitude. Your attitude affects almost all that you do and how you do it. Remember, attitude affects behavior. If you have a positive attitude, odds are you will exhibit safe behavior. A negative attitude toward safety will only cause conflict, stress and, ultimately, an accident.

## **Health Tip of the Day**

### **GLAUCOMA SCREENING**

Glaucoma is a group of eye diseases that increase fluid pressure in the eyes, leading to vision loss. Early detection, through regular and complete eye exams, is the key to protecting your vision from damage caused by glaucoma. While anyone can get glaucoma, those at a higher risk include African Americans over the age of 40, anyone over age 60 (especially Mexican Americans) and anyone with a family history of glaucoma. If left undetected, glaucoma can lead to blindness.

Sources: National Eye Institute

## **D&I Focus**

Never underestimate the power of dreams and the influence of the human spirit. We are all the same in this notion: The potential for greatness lives within each of us.

*Wilma Rudolph*

**Today is ...** Play Tennis Day

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 24, 2016**

## **Safety Focus**

### **CARELESSNESS**

Have you ever done anything stupid, something that you know puts you at increased risk of injury? When you realize how stupid you were, whether you got hurt or not, do you ask yourself, "Why did I ever do that?" Consider the fact that approximately 20% of injuries are due to unsafe conditions and 80% are caused by unsafe acts. If you realize that most unsafe conditions are brought about by human failure, then virtually all accidents are brought about by unsafe acts. Why did you do something in an unsafe manner? To answer this question, you will need to put personal defenses aside and know that blame may lie within yourself. Also realize that there may be more than one reason for your actions and others may be involved. If you knew the proper, safe way to do the job, then you cannot claim ignorance. What is left, whether you like it or not, is carelessness. Don't get caught in the trap of over confidence.

## **Health Tip of the Day**

### **11 DEFINITIONS OF A FAD DIET**

Some nutritionists define a fad diet by a series of questions rather than assessing popularity:

- Recommendations that promise a quick fix
- Dire warnings of dangers from a single product or regimen
- Claims that sound too good to be true
- Simplistic conclusions drawn from a complex study
- Recommendations based on a single study
- Dramatic statements that are refuted by reputable scientific organizations
- Lists of "good" and "bad" foods
- Recommendations made to help sell a product
- Recommendations based on studies published without review by other researchers
- Recommendations from studies that ignore differences among individuals or groups
- Eliminated one or more of the five food groups

Source: Everydaydiet.com

## **D&I Focus**

There are no secrets to success. It is the result of preparation, hard work, and learning from failure. *Colin Powell*

**Today is ... National Tortilla Chip Day**

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 25, 2016**

## **Safety Focus**

### **COMMON SENSE AND ACCIDENT PREVENTION**

We are not *born* with common sense, we *acquire* it throughout life. Actually, common sense is really common experience – we learn about life from others' experiences as well as our own. Contrary to popular opinion, all workers can prevent themselves from getting hurt. The easy way to avoid pain is to observe how others have taken risks and been injured, rather than learning the hard way – from your own injury. That's common sense! The experts say at least 80% of industrial accidents are caused by unsafe acts on the part of employees – and not by unsafe conditions. Although employers are required by law to provide a safe and healthful workplace, it is up to *you* to be aware of your work environment and follow safe work practices. By avoiding unsafe acts and practicing common sense, your work will go smoother, with less chance for accidents.

## **Health Tip of the Day**

### **KNOW WHEN TO BRAKE & WHEN TO STEER ON SLIPPERY ROAD CONDITIONS**

When traveling more than 25 mph, AAA recommends steering over braking to avoid a collision in winter-like conditions, as less distance is required to steer around an object than to brake to a stop. However, sometimes steering is not an option. Braking on slippery surfaces requires you to look further ahead and increase following and stopping distances. Plan stopping distances as early as possible and always look 20-30 seconds ahead of your vehicle to ensure you have time and space to stop safely. Shaded spots, bridges, overpasses, and intersections are areas where ice is likely to form first and will be the most slippery. Source: AAA

## **D&I Focus**

In a world filled with hate, we must still dare to hope. In a world filled with anger, we must still dare to comfort. In a world filled with despair, we must still dare to dream. And in a world filled with distrust, we must still dare to believe. *Michael Jackson*

**Today is ...** Introduce a Girl to Engineering Day

**Focus on Guiding Principle #2: “People are the most critical element.”**

**February 26, 2016**

## **Safety Focus**

### **EVERYONE IS RESPONSIBLE FOR SAFETY**

Safety is everyone's responsibility!

#### **As an employee, you should:**

- a. Learn to work safely and take all rules seriously.
- b. Recognize hazards and avoid them.
- c. Report all accidents, injuries and illness to your supervisor immediately.
- d. Inspect tools before use to avoid injury.
- e. Wear all assigned personal protective equipment.

#### **It is management's responsibility to:**

- a. Provide a safe and healthy workplace.
- b. Provide personal protective equipment.
- c. Train employees in safe procedures and in how to identify hazards.

## **Health Tip of the Day**

### **RE-THINK MUSIC PLAYERS AND MOBILE PHONES WHEN RIDING YOUR BIKE**

It's more important to hear what's around you when you're biking than when you're driving. Whether you want to ride with headphones is your choice, but doing so does increase your risk. Similarly, texting or talking with a mobile phone raises the risk level. When you're mixing with car traffic, the fewer distractions the better. Also, you'll want both hands free in case you have to brake suddenly.

Source: [bicyclesafe.com](http://bicyclesafe.com)

## **D&I Focus**

Success is to be measured not so much by the position that one has reached in life as by the obstacles which he has overcome while trying to succeed.

*Booker T. Washington*

**Today is ... National Pistachio Day**

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 27, 2016**

## **Safety Focus**

### **EMPLOYEE RESPONSIBILITY**

An effective Accident Prevention Program should include the defined responsibilities for management, supervisors, and employees. Management, by law, has responsibility for the safety and health of all employees as well as providing a safe workplace. Supervisors have responsibility for providing a safe work place as well as managing the production issues. Entergy expects employees to be responsible. This starts with using your Human Performance tools, getting to work on time, working safely through the day, and addressing concerns to their supervisor.

## **Health Tip of the Day**

### **RELAXATION TECHNIQUES**

Relaxation is invaluable for maintaining your health and well-being, and repairing the toll that stress takes on your mind and body. Almost everyone can benefit from learning relaxation techniques. Relaxation techniques can help to slow your breathing and to focus your attention on the here and now. Common relaxation techniques include meditation, tai chi and yoga. But there are more-active ways of achieving relaxation. For example, walking outdoors or participating in a sports activity can be relaxing and help reduce stress. Source: Mayo Clinic.com

## **D&I Focus**

Darkness cannot drive out darkness; only light can do that. Hate cannot drive out hate; only love can do that. *Reverend Dr. Martin Luther King, Jr.*

**Today is ... No Brainer Day**

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 28, 2016**

## **Safety Focus**

### **THE BASICS OF SAFETY**

Through several years of investigating accidents and research in the field of accident reconstruction, leaders in the field of occupational accident prevention have concluded that there are specific reasons why accidents occur. They found that safety is dependent on behavior and human factors. They developed ten safety rules and, while some of you may have heard them before, they are worth repeating:

1. Stay alert
2. Wear the right clothes
3. Use the right tools
4. Learn how to lift
5. Don't be a prankster
6. Be tidy
7. Reporting is important
8. Get first aid immediately
9. Back your safety program
10. Never take a chance

## **Health Tip of the Day**

### **SLEEP HABITS RUN IN THE FAMILY**

Both children and their parents are struggling to get enough sleep, and to sleep well. Fewer than 45% of children between the ages 6-17 are sleeping 9 or more hours per night. Recommendations for sufficient sleep amounts for children vary by age, but at all stages of childhood and adolescence, children need at least 9 hours of sleep per night. Younger school-age children need in excess of 10-11 hours nightly.

Source: WebMD

## **D&I Focus**

Where there is no vision, there is no hope. *George Washington Carver*

**Today is ...** National Tooth Fairy Day

***Focus on Guiding Principle #2: "People are the most critical element."***

**February 29, 2016**

## **Safety Focus**

### **SAFETY HABITS**

Personal safety is not like a light switch that you can turn on or off. The personal safety switch must continuously be in the on position. One key to avoid the complacency trap is to form “safety habits”. Habits you do over and over until they override your former unsafe behavior and become automatic. Habits such as, Self Checking, having a questioning attitude wearing gloves, glasses, proper foot wear, safety harness on and ready to tie off, face shield when grinding, removing tripping hazards, attending safety meetings and paying attention, using seat belts, tying off a ladder etc.

## **Health Tip of the Day**

### **PROTEIN FOR VEGETARIANS**

You may have heard concerns that vegetarian diets are deficient in important nutrients, such as protein. However, with good planning, vegetarian diets can provide good nutrition for all stages of life. According to our registered dietitian, there are many excellent vegetarian protein sources such as beans and legumes, soy products, and nuts. These can easily supply the protein an individual needs. Studies have found that vegetarians tend to have lower rates of heart disease, high blood pressure, type 2 diabetes, and obesity. Source: Academy of Nutrition and Dietetics

## **D&I Focus**

Real integrity is doing the right thing, knowing that nobody's going to know whether you did it or not. *Oprah Winfrey*

**Today is ... Leap Year Day - Rare Disease Awareness Day**

***Focus on Guiding Principle #2: “People are the most critical element.”***