

Safety Principle # 7
Management Must Audit Performance

July 2020						
			1 Work Out Wed. – Knee Press	2 July is UV Safety Month	3 UV Rays – How to Protect	4 Happy 4 th of July!
5 Food Poisoning	6 Slips, Trips, and Falls	7 Poisonous Plants	8 Work Out Wed. – Seated Toy Soldier	9 Bees and Wasps	10 Safe Home Office	11 Parking Lots
12 Go with a Buddy	13 Unsafe Behaviors	14 Accidents Can Happen Anywhere	15 Work Out Wed. – Knee Hugger	16 Working from Home Challenges	17 Dangers of Drowsy Driving	18 Biking Safely
19 Grilling Safety	20 Be a Positive Safety Influence	21 Household First Aid Kits	22 Work Out Wed. – Reach for the Stars	23 Places for Fire Extinguishers in Your Home	24 Working from Home with Pets	25 Water Safety
26 Forward Head Posture	27 Avoiding Dangerous Situations	28 Lifting with Legs	29 Work Out Wed. – Rubber Neck	30 Air Conditioning Safety Tips	31 Generator Safety Tips	

Safety Principle # 7
Management Must Audit Performance

July 1, 2020

Office Daily Safety Message

“Workout Wednesday”

Knee Press

This stretch stretches out the “glutes”, the main extensor muscle of your hip. With your right ankle on your left knee, gently press against the right knee a few times. Of course, after you’re done with the right side, be sure and give the left side some love, too.

Safety Principle # 7
Management Must Audit Performance

July 2, 2020

Office Daily Safety Message

July is Ultraviolet Light (UV) Safety Month

Summer weather is here, and we are all enjoying the outdoors!

It is important to know about UV safety. Extra exposure to UV rays can cause damage to unprotected skin, increase the risk of developing melanoma, basal cell carcinoma, and squamous cell carcinoma. In addition to cancer, UV exposure can cause eye problems such as macular degeneration. Adults and children should take time to protect skin and eyes before spending time in the sun.

Safety Principle # 7
Management Must Audit Performance

July 3, 2020

Office Daily Safety Message

How Do I Protect Myself from UV Rays?

Sunlight is the main source of UV rays, but you do not have to avoid the sun completely. People who get a lot of exposure to UV rays are at a greater risk for skin cancer. Simply staying in the shade is one of the best ways to limit your UV exposure.

If you are going to be in the sun, remember to:

- Slip on a shirt
- Slop on sunscreen
- Slap on a hat
- Wrap on sunglasses to protect the eyes and skin around them

Don't forget to "SLIP, SLOP, SLAP, and WRAP!" Stay Safety Strong!

Safety Principle # 7
Management Must Audit Performance

July 4, 2020

Office Daily Safety Message

Happy 4th of July!

Before you fire up the grill, light up a sparkler, launch a firework, or settle into your hometown's Independence Day parade, make sure to talk to your children about staying safe during these fun July 4th celebrations.

Here are a few firework safety tips:

- Always light fireworks away from other people because they can backfire or launch in an unexpected direction
- Never light fireworks toward homes and keep them away from brush and leaves
- Do not try to relight a defective firework
- Soak all fireworks in a bucket of water before throwing them in a trashcan

Safety Principle # 7
Management Must Audit Performance

July 5, 2020

Office Daily Safety Message

Food Poisoning

As the weather warms and we spend more time outside, families face new risks.

Here are some tips to avoid poisonings that occur most often in summer:

- Always wash hands and counters before preparing food
- Use clean utensils for cooking and serving
- Store food at the proper temperatures. Refrigerated foods cannot be left out at temperatures above 40 degrees F (5 degrees C). The following foods, and others, can quickly spoil and become unsafe: party platters, meat, poultry, seafood, dairy products, eggs, mayonnaise, and cooked vegetables
- Wash hands with hot, soapy water after handling raw meat, poultry, or seafood. Wash cutting boards, utensils, and dishes after use with these foods
- Use a thermometer when cooking and reheating foods. That will help you to know when they are done and safe to eat
- Do not let food sit out at room temperature for more than 2 hours
- Watch for signs of food poisoning. They include fever, headache, diarrhea, stomach pains, nausea, and vomiting

Safety Principle # 7
Management Must Audit Performance

July 6, 2020

Office Daily Safety Message

Slips, Trips, and Falls

Slips, trips, and falls cause numerous injuries every day. However, they are among the easiest hazards to correct. Take the time to look around your home for these hazards and take action to prevent them from occurring. Take care not to cause any slip, trip or fall hazards as you go about your daily activities.

Don't let a slip, trip or fall keep you from enjoying all that life has to offer.

Safety Principle # 7
Management Must Audit Performance

July 7, 2020

Office Daily Safety Message

Poison Ivy

If you are working in any type of vegetation remember “Leaflets Three, Let it Be!”

- Avoid direct contact with any plants that look like poison ivy.
- Use barrier cream as a preventative measure if you must work in a wooded area where poison ivy may be present.
- Wash all clothes that have come into contact with this plant because they can indirectly transfer the urushiol from the plant’s sap to your skin.

Remember, even if you were not allergic before, you may be allergic now.

Don’t take the chance! “Leaflets Three, Let it Be!”

Safety Principle # 7
Management Must Audit Performance

July 8, 2020

Office Daily Safety Message

“Workout Wednesday”

Seated Toy Soldier

Sit up tall and extend your right arm all the way up towards the ceiling. Straighten your left leg out and raise it up as you bring your right arm down and try to touch your left foot. Do 8–10 on each side.

Safety Principle # 7
Management Must Audit Performance

July 9, 2020

Office Daily Safety Message

Bees and Wasps

Almost everyone has experienced some type of bee or wasp sting in their life. For most people stings from these insects does not pose a major issue. However, for others there can be a severe allergic reaction that is life threatening. Even if you have not experienced a severe allergic reaction to stings before, it is possible to have a severe reaction at any point in your life.

Take the hazards that bees and wasps create seriously when working outdoors. Do a site check before entering an area to perform work looking for hazards which include bees and wasps. Often people start performing a task not knowing there is an active hive or nest near them. Recognizing areas where bees or wasps are, is one of the most effective way to prevent stings. Wear clothing that covers as much skin as possible, it is harder for stinging insects to sting through clothing.

Safety Principle # 7
Management Must Audit Performance

July 10, 2020

Office Daily Safety Message

Home Office

Is your home office safe?

Whether you are working in a dedicated home office or at your kitchen table, maintaining a safe environment is very important. Just as we would check our environment at our office, we should also check our home environment.

Below is a home office safety checklist:

- ✓ Do you have a working smoke detector nearby?
- ✓ Do you have fire extinguishers at home, and do you know how to use them?
- ✓ Do you have an evacuation plan in place in the event of a fire?
- ✓ Is your floor clear of hazards?
- ✓ Are carpets well secured to the floor and free of frayed or worn seams?

Safety Principle # 7
Management Must Audit Performance

July 11, 2020

Office Daily Safety Message

Parking Lot Safety – Are You a Target?

How are you perceived when you walk in a parking lot?

Are you someone that appears to be evaluating your surroundings or are you someone just not paying attention?

Criminals often select a victim based on the how easily the person can be approached undetected. Simply looking around can reduce your chances of being a target.

You are at a higher risk for an assault or encounter by a predator in parking lots and garages, make sure you heighten your situational awareness skills and pay extra attention.

Safety Principle # 7
Management Must Audit Performance

July 12, 2020

Office Daily Safety Message

The Buddy System

In adventurous or dangerous activities, where buddies are often required, the main benefit of the system is improved safety. The Buddy System is a procedure in which two people operate as a single unit so that they can monitor and help each other if needed. It is smarter to avoid doing some riskier activities alone, like swimming, surfing, rock climbing, boating, lifting, etc., use the Buddy System.

There is nothing like having backup from a buddy when you need it most.

Safety Principle # 7
Management Must Audit Performance

July 13, 2020

Office Daily Safety Message

Unsafe Behaviors

Most unsafe behaviors do not result in injuries. Therefore, employees that practice unsafe behaviors do not believe any harm will come to them. Enough unsafe actions, however, will result in an injury. It is just a matter of time. By increasing safe behaviors, you will decrease the potential for injury.

Safety Principle # 7
Management Must Audit Performance

July 14, 2020

Office Daily Safety Message

Accidents can happen anywhere and at any time!

Here are some recommendations to help you maintain a safe environment while working remotely:

- Consider lighting and space at your workstation making sure you are comfortable with both.
- Ensure walking paths and doorways are unobstructed to help prevent slips, trips, and falls and in the event of an emergency.
- Don't place computers near heat sources due to overheating which could lead to malfunctioning or perhaps a fire.
- Maintain a clean workspace by sanitizing to keep germs down while sharing space with your family members.
- Use power cord ties to help keep your cords organized.
- Utilize surge protectors to protect your computer.
- Keep your liquids away from electrical equipment, this includes on the ground and on your desk to prevent accidental spills.
- Stay hydrated and remember to give yourself a lunch break. Don't forget to practice your 30 for 30.

Remember to always have a safety plan in the event of an emergency and to practice the plan often with all family members.

Stay Safety Strong!

Safety Principle # 7
Management Must Audit Performance

July 15, 2020

Office Daily Safety Message

“Workout Wednesday”

Knee Hugger

With a bent knee, lift your right leg up and grab it with your arms and pull it in as close to your chest as you can. Hold for 5–10 seconds and make sure and do it on the left side, too.

Safety Principle # 7
Management Must Audit Performance

July 16, 2020

Office Daily Safety Message

Working from Home Challenges

First, we are at home all day. We miss the connection and the interactions with people that we normally see during our work week. Take the time to take care of your mental health. Take the time to take care of yourself.

Stay connected by keeping up with friends and family, even if it can only be done by a phone call or a Facetime call. Text someone you care about and let them know you care. You can be making a difference in someone's life as well as your own.

Incorporate wellness activities into you day. Take a walk, pause from work by finding a comfortable place to sit and just relax for a few minutes. Stand up and stretch or do some jumping jacks.

No matter what you do, remember that working from home is yet another "new normal" for now. Take the time to take care of both your physical and mental health, they go hand in hand!

Safety Principle # 7
Management Must Audit Performance

July 17, 2020

Office Daily Safety Message

Dangers of Drowsy Driving

More than 1 out of 3 working Americans are sleep deprived. In today's world many of us are busier than our parents' or grandparents' generations have been. Between long hours at work, children, house work, school, and other obligations, there is more fatigue and drowsiness than ever before. This is a major concern on our roadways.

How can we avoid drowsy driving?

- Get plenty of sleep – Most experts recommend at least 7 hours of sleep
- Eat a good diet and drink plenty of water – taking care of your body is important to be able to function at optimal levels
- Consult your doctor – if you are experiencing unusual or excessive fatigue
- Never drink and drive – remember to also use precautions when using prescribed medication
- Pull over when drowsiness sets in – a ten-minute nap can make the difference in whether you make it to your destination

Stay Safety Strong!

Safety Principle # 7
Management Must Audit Performance

July 18, 2020

Office Daily Safety Message

Bike Safely and Enjoy Your Ride

Bicycling is one of the best ways to get exercise, see the sights, and reduce your carbon footprint. However, bicyclists face a host of hazards. They often must share the road with vehicles, and injuries can happen even on a designated path.

Make certain drivers can see you by:

- Wearing neon, fluorescent, or other bright clothing
- Whenever possible, ride during the day
- If you must ride at night, wear reflective clothing and use flashing lights

Safety Principle # 7
Management Must Audit Performance

July 19, 2020

Office Daily Safety Message

Grilling Safety

July is one of the peak months for firing up the grill. Enjoy grilling your favorite meals this summer while also keeping your family safe.

- Check gas grill hoses for cracks, holes and leaks
- Keep children away from grills. Gas leaks, blocked tubes, and propane tanks can be a cause of grill fires and explosions
- Never grill indoors, in the garage, in any enclosed area or on a surface that might catch fire
- Keep the grill at least two feet away from decks, siding, branches and any outdoor equipment that can catch fire quickly

Safety Principle # 7
Management Must Audit Performance

July 20, 2020

Office Daily Safety Message

Be a Positive Safety Influence

We do not always have the power to make the rules that are put in place; however, we have the power to choose how we react to any changes. If you choose to have a positive attitude towards new changes, even if you do not agree with them, those around you will be more likely to follow suit. When negative attitudes, words, actions, etc. are allowed to make their way into the workplace regarding safety it can be a slippery slope.

Safety positivity is contagious.

Pass it on and remain Safety Strong.

Safety Principle # 7
Management Must Audit Performance

July 21, 2020

Office Daily Safety Message

Household First Aid Kits

The Red Cross recommends that all first aid kits for a family of four include the following items:

- 2 absorbent compress dressings (9 x 5 inches)
- 25 adhesive bandages (assorted sizes)
- 1 adhesive cloth tape (10 yds x 1 inch)
- 5 antibiotic ointment packets
- 5 antiseptic wipe packets
- 2 packets of aspirin
- 1 emergency blanket
- 1 breathing barrier
- 1 instant cold compress
- 2 pair of nonlatex gloves
- 2 hydrocortisone ointment packets
- 1 3-inch gauze roll
- A roller bandage (4 in wide)
- 5 3-inch x 3-inch sterile gauze pads
- 5 sterile gauze pads (4 x 4 inches)
- Oral thermometer
- 2 triangular bandages
- Tweezers
- Emergency first aid guide

Don't wait until its too late! Be prepared!

Safety Principle # 7
Management Must Audit Performance

July 22, 2020

Office Daily Safety Message

“Workout Wednesday”

Reach for the Stars

Interlace your fingers and reach up towards the sky, as high as you can ... keeping your palms facing up towards the ceiling. Repeat 10 times.

Don't forget your 30 for 30!

Safety Principle # 7
Management Must Audit Performance

July 23, 2020

Office Daily Safety Message

Do you have a fire extinguisher in your home?

With so much combustible material in the average house, fires can rage out of control in a matter of two to three minutes. Having easily accessible portable fire extinguishers is the best way to stop the spread of a fire that has just broken out.

Below are the five most suggested places to keep a fire extinguisher in your home. Very important, make sure that everyone in your house knows where they are.

1. The Kitchen – cooking equipment continues to be the leading cause of home structure fires and fire injuries
2. Near Sources of Heat – whether it's your chimney and fireplace, a permanently installed room heater, or a pellet stove, be sure you know where the closest extinguisher is to each piece of heating equipment
3. Each Floor of Your Home – keep at least one fire extinguisher on every floor, including the basement and the attic
4. The Garage – this area is typically full of combustible materials
5. The Bedrooms – the majority of fires happen at night, so every bedroom should have easy access to a fire extinguisher – even children's rooms

Safety Principle # 7
Management Must Audit Performance

July 24, 2020

Office Daily Safety Message

Working from Home with Pets

Working from home with pets around is one of the perks of logging in at your kitchen table or your home office. Pets can shape your routine since most are creatures of habit. Now that we don't have a morning commute, let pets be the transition to the start of your day. Find time to leash up the dog for a brisk morning walk or a quick game of fetch.

The presence of pets is also a natural stress reducer. When work gets aggravating and the deadlines get tight, just take 45 seconds or so and scratch behind the ears of your pet. It won't solve all problems like the quick turn around on a project, but it will help lower your blood pressure, slows your breathing, and alleviates anxiety. Your brain gets the message that everything is okay so that you can now enter a state of mind that is more conducive to finding solutions and being productive.

Come on Fido, let's get our day started!

Safety Principle # 7
Management Must Audit Performance

July 25, 2020

Office Daily Safety Message

Water Activity Safety

July is one of the hottest months of the year and many families turn to water activities to beat the heat. However, even fun water activities have serious risks if the proper precautions are not taken.

- Review safe boating practices
- Never consume alcohol while driving a boat
- Before boating, always check that there are enough life preservers on hand for every passenger
- Set water safety rules for your family
- Pools should be enclosed completely with a fence to restrict access to the area. Consider installing wireless outdoor sensors that will alert you via phone or with a chime inside your home if the sensors are activated
- Keep a first aid kit near the pool

Enjoy your water activities but always remember to stay Safety Strong!

Safety Principle # 7
Management Must Audit Performance

July 26, 2020

Office Daily Safety Message

Forward Head Posture

Forward head posture is a prevalent and an ever-growing problem. The consistent forward head posture, along with a rounded upper back may contribute to neck and back dysfunctions and/or pain. To acquire a better posture, 'suck in' the stomach/abdomen and lift your chest. This will allow you to move the head back into a more neutral position.

Safety Principle # 7
Management Must Audit Performance

July 27, 2020

Office Daily Safety Message

What happens if you cannot avoid a dangerous situation?

- If you are walking to your car and feel threatened, press the alarm button. The noise will attract attention and possibly make a dangerous person flee.
- If they continue to approach you and demand money or personal items, give them up and back away. Defending your property is not worth risking your life.
- If you are attacked, do what you can to defend yourself. If you can temporarily disable or disorient your attacker, immediately flee and contact the police.
- Remember, maintaining situational awareness will give you a better chance of avoiding dangerous situations by critically evaluating your environment.

Stay Safety Strong by being fully aware of your surroundings and the potential for dangerous situations.

Safety Principle # 7
Management Must Audit Performance

July 28, 2020

Office Daily Safety Message

Lift with Your Legs Not with Your Back!

Often, we receive packages that are small but a little heavy. Remember to lift with your legs. Once your back gives out, your quality of life may never be the same. Always ask for help if what you are picking up is large and just hard to handle. If you see someone carrying something that may be heavy be your brother's or sister's keeper and offer a helping hand. Never pack so many boxes that you cannot see where you are walking and what's in front of you.

Always remember to stay SAFETY STRONG!

Safety Principle # 7
Management Must Audit Performance

July 29, 2020

Office Daily Safety Message

“Workout Wednesday”

Rubber Neck

Sit up tall and drop your right ear down towards your right shoulder (you don't have to touch it!) and hold for a few seconds and repeat for the left side.

Feel the stretch!

Safety Principle # 7
Management Must Audit Performance

July 30, 2020

Office Daily Safety Message

Air Conditioning Safety Tips

It's hot outside and our air conditioning units are getting pushed to the limits. Rising temperatures can strain AC units that are not properly maintained, not only stopping them from working, but turning them into fire hazards.

Here are some AC safety tips:

- Change your air filter to keep it clean and reducing strain on the unit
- Ensure an adequate and safe power supply to your unit
- Avoid using an extension cord, which can become overheated and cause a fire hazard
- Make sure the space around your HVAC unit is clear of any flammable and combustible items
- Make sure your window unit is properly anchored into your window so that if a fire were to start, the seal between the bracket and the opening will prevent flames from coming into your home
- Check your fan and cooling unit occasionally to make sure cords and plugs are in good condition
- Other than visual safety inspections, you should have all HVAC work done by a trained professional

Stay cool and stay safe!

Safety Principle # 7
Management Must Audit Performance

July 31, 2020

Office Daily Safety Message

Generator Safety Tips

In the aftermath of a storm, a generator is an invaluable piece of equipment that can, at the very least, help your life begin to feel normal again. Because you probably rarely rely on a generator, it is easy to overlook the basic safety measures that should be routine with such equipment.

Here are a few basic tips:

- Never run a generator in an enclosed space or indoors
- To avoid electrocution, don't run a portable generator in the rain
- Before refueling, turn off a gas-powered generator and let it cool
- Stock up on extra gasoline and store it properly
- Plug appliances directly into the generator or use a heavy duty outdoor rated extension cord
- Don't attempt to backfeed your house

Full details of Generator Safety Tips can be found at www.redcross.org.