

Safety Principle # 5

Management is responsible for establishing a safe work environment and clear expectations for safety performance

May 2020						
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May 1, 2020

Office Daily Safety Message

It's Friday and your eyes are feeling it.

Eye strain is a common and problematic issue for some office personnel. One contributing factor is looking at one fixed focal point for long periods, such as the computer.

Try the 20-20-20 rule:

- Take a 20 second break
- To view something 20 feet away
- Every 20 minutes

Don't forget 30 for 30, for every 30 minutes of sitting, take 30 seconds to stand, stretch, and move around.

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May 2, 2020

Office Daily Safety Message

May is National Electrical Safety Month

Before starting any project, be alert of where the power lines are located.

Whether you're working on the roof, trimming trees, or painting siding, it's your job to be aware and to alert others about nearby power lines.

Remember to always "Look Up"!

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May 3, 2020

Office Daily Safety Message

Bees and Wasps

The weather is warming up, bees and wasps are also enjoying the weather!

Before performing any outside work, it is important to do a site walk looking for any hazards which should include bees and wasps.

Outside of being stung by one of these, there are other potential dangers these insects will cause:

- A bee enters an open window of a moving vehicle, the driver pays more attention to the removal of the bee than to the road.
- Someone working from a ladder and begins to hammer on the side of a structure, should have looked around for that wasps' nest first.

Be Safety Strong by being aware of your surroundings. Now go enjoy the nice weather!

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May 4, 2020

Office Daily Safety Message

Trying to reach something?

Don't you dare stand on a chair!

Use a step stool or ladder when needed. Don't forget to inspect the step stool and the ladder prior to usage.

Never use a chair, stool, or bench as a ladder.

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May 5, 2020

Office Daily Safety Message

Circle for Safety Walk... We can all do this!

Most Entergy employees are familiar with or have heard of the Circle for Safety Walk. Do you know why we perform it? There are hazards that exist that can be mitigated or eliminated by conducting a proper Circle for Safety.

Let's start our Circle for Safety Walk:

- Walk around the entire vehicle and look for anything that may be a hazard or become hazardous when you move.
- Examples are tree limbs, flat or low tires, damage to the vehicle, people near or behind the vehicle, stationary objects in the vehicle's path that you may hit and glass to name a few.

Can you come up with additional items that you may encounter while conducting your Circle for Safety?

Do not forget to be your brother's and sister's keeper and remind them to complete their Circle for Safety if you notice they have forgotten.

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May 6, 2020

Office Daily Safety Message

“Workout Wednesday”

Energy drinks – How many are you drinking a day?

An energy drink is a type of drink containing sugar and stimulant compounds, usually caffeine, which is marketed to provide mental and physical stimulation (marketed as “energy”), but distinct from food energy.

While caffeine from energy drinks provide cognitive performance, such as increased attention and reaction speed, there are many adverse effects associated with caffeine consumption in amounts greater than 400 mg a day, such as:

- Nervousness
- Irritability
- Sleeplessness
- Increased urination
- Abnormal heart rhythms
- Indigestion

Excessive and repeated consumption of energy drinks can lead to cardiac problems. Caffeine content is not the only factor, other ingredients in energy drinks contribute to make them more dangerous than drinks whose only stimulant is caffeine.

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Take caution when driving after dark where flooding may be a problem.

Watch weather and use the following tips when appropriate:

- Be cautious driving in the dark when it is harder to recognize flood dangers such as flooded roads, washed out bridges, and road debris.
- Be alert for low hanging limbs caused by saturation.
- Slow down, it takes longer to stop or adjust in wet weather. Never use cruise control when driving on wet roads.

Flooded roadways are more dangerous than they appear.

Never, ever drive through flooded roadways!

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May 8, 2020

Office Daily Safety Message

Regardless of your job title, you influence individuals around you. Think about how much time we spend with our coworkers, for some it exceeds the time spent with our families. Spend this time wisely with positive attitudes, words, and actions in creating a safe workplace.

Be a Safety Leader, everyone safe, all day, every day.

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There are NO winners when it comes to Road Rage!

Road Rage is defined as using a vehicle in a way that endangers other individuals on purpose.

Most of us at one point have experienced road rage or been a victim of someone with road rage. Common signs of road rage are purposefully tailgating, yelling at another driver, and honking to show annoyance or anger. Take a breath and do not part or become a victim of road rage. Do not let the actions of others on the road dictate your emotions.

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May 10, 2020

Office Daily Safety Message

Spiders!

Often just saying the word scares us. Before you start moving the outdoor furniture for a gathering to celebrate Mother's Day, put on a pair of gloves and make sure to inspect the area you will be touching. Spiders like to hide and not be bothered by anyone, making themselves a nice home during the cold months.

Never hesitate to get proper medical attention if you have been bitten by a poisonous spider.

Happy Mother's Day!

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May 11, 2020

Office Daily Safety Message

Stair Safety

Stairs can be a very dangerous place in our office buildings. Good housekeeping is vital to stair safety.

- When walking up or down stairs, ensure that you always keep one hand on the handrail.
- Always walk stairs, one step at a time.
- If treads are worn, broken, or loose, please report to your supervisor or Facilities Help Desk.
- Stairways should be well lit. Advise Facilities Management if there is not enough illumination and always report broken or nonfunctioning lights immediately.

If the stairs at your office need repair, contact Facilities Management.

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May 12, 2020

Office Daily Safety Message

Need a break?

The phone is ringing, your coworkers are asking questions, your project is due by the end of day, and you feel the pressure to work through lunch.

STOP & TAKE A BREAK!

Did you know sitting all day puts you at risk for developing health problems. Taking regular breaks throughout the day is great for your physical and mental health. Take a short stroll or do stretching exercises at your desk. Either way plan to get up and move around often.

30 for 30, a real mover!

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May 13, 2020

Office Daily Safety Message

“Workout Wednesday”

Push-Ups!

Now, before you panic at the thought of getting on the floor of your office, don't. The modifications are to do them on the wall or on the edge of your desk. If you are going to do them against the wall, make sure it's not a cubicle wall!

Place your hands flat on the wall or desk (leaning inward), feet slightly spread apart, allowing your arms to extend and retract. Try to do 10 of these reps, 3 times a day.

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May 14, 2020

Office Daily Safety Message

Filing cabinets can pose an office hazard if items are not properly placed in the drawers correctly. *Never fill the top drawers first.* Doing so can cause the entire cabinet to tilt forward and fall over.

Arrange the contents of the filing cabinet so that the load is evenly distributed.

When possible, filing cabinets should be attached to the floor, a wall, or a column.

A toppled filing cabinet can cause serious harm if it falls on an individual.

Remember to stay Safety Strong!

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May 15, 2020

Office Daily Safety Message

Maintain a Clear Line of Vision

Workers can collide when making turns in the hallways and around blind corners or cubicle walls. If your location has convex mirrors installed at intersections, be sure to use them. If mirrors are not installed, please slow down and pay attention when navigating through office intersections.

Eyes on path and alertness will help you maintain a clear line of vision!

Name some of the intersections in your office that could potentially be hazardous.

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Bumpers and Curbs in Parking Lots

If your parking lot has tire bumpers, it's worth your time to know where they are located prior to walking through the parking lot. It is common for individuals to walk between cars, and if bumpers extend into this space, or no car is parked in the adjacent space, you have a prime opportunity for a tripping incident. Combine this with darkness and other obstructions, and it is easy for someone to trip and fall.

Be Safety Strong in Parking Lots!

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May 17, 2020

Office Daily Safety Message

Ergonomic Safety Tips

Whether you are at home or at your workplace the following ergonomic safety tips will help reduce your chances of injury while working at your computer.

- Choose a padded chair that is adjustable, strong, and stable. Set it at the proper height for you, adjusting it to the length of your legs and the height of your computer desk or work area. The chair should have good support for your upper and lower back that is comfortable.
- Your monitor should be positioned at your eye level or slightly below to reduce neck strain. Position the monitor to avoid glare which results in eye strain.
- Position your keyboard slightly lower than your desk and slightly in front of you. Avoid putting constant pressure on your wrists when using your keyboard or your mouse.
- Sit up straight with good posture and feet flat on the floor. Allow room for you to stretch your legs.
- Take time for breaks.

Working ergonomically is everyone's responsibility!

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Office Daily Safety Message

Roll Out the Mat

The transition area where a person enters a building is one of the most vulnerable for slips. If the weather is rainy or damp, the person will enter the building with wet shoes, wet coat, or a wet umbrella. If the floor surface is a hard floor like marble or tile, and the transition area does not have a mat or runner, the probability of a slip and fall is greatly increased.

Always make sure the mats are in place, laying completely flat, and not worn or torn.

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Office Daily Safety Message

A trip occurs when your foot strikes an object resulting in a loss of balance. In a trip, your momentum causes your body to continue forward.

Common causes for trips include:

- Cords or clutter in walkways
- An obstructed view
- Taking a short cut instead of a proven path
- Uneven stairs

As little as a ¼ inch rise in a walkway can cause a person to stub his toe, resulting in a trip and fall. The same can happen going up a flight of stairs. With only a slight difference in the height of subsequent steps, a person can trip and fall.

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May 20, 2020

Office Daily Safety Message

“Workout Wednesday”

Standing in front of the printer while printing that 200-page report. Why just stand when you could be sculpting your calves with calf raises? Standing with feet shoulder-width apart, press up onto your tippy toes, pause at the top, then lower back down. Repeat for three sets of 12-15 calf raises or until the printing has been completed.

On your next trip to the printer, while waiting, try raising only one leg at a time.

Happy Printing!

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May 21, 2020

Office Daily Safety Message

Head Up, Phone Down

Our phones create distractions for us daily. When we look at our phones while completing a task, our attention is diverted away from completing the task safely. This is true even for a task such as walking.

Here are some basic tips to remember to keep you safe:

- Keep your head up and your eyes projected in front of you while walking
- Never cross the street while texting
- Remember that curbs, bumpers, and shrubs are tripping hazards
- Look left, right and then left again before crossing a street, even a one-way street
- Always walk on the sidewalk if one is available. If you must walk on the street, face oncoming traffic
- Cross only at crosswalks
- Do not walk with headphones in your ears
- Be aware of your surroundings always

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Office Daily Safety Message

Always use Smith's 5 Key principles to get to your destination safely.

1. *Aim High in Steering* - Look at least 15 seconds into your future. Adjust eye lead time based on speed. Keep vehicle rolling by adjusting to conditions.
2. *Get the Big Picture*- Maintain 360 degrees of awareness around vehicle. Speed is neither too fast nor too slow for conditions. Make and execute decisions early.
3. *Keep Your Eyes Moving* – Scans mirrors frequently. Move eyes at least every 2 seconds. Check mirror prior to stopping and moving.
4. *Leave Yourself an Out*- Maintain proper space around vehicle at all times.
5. *Make Sure They See You* – Seek eye contact and communicate when needed. Use turn signals effectively. Brake early to activate brake lights.

Remember All Good Kids Like Milk !

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May 23, 2020

Office Daily Safety Message

Fire Safety at Home

Over the years house fires have greatly decreased, but they still pose a risk to every family today. It is important to take fire safety in the home seriously. The best way to avoid a fire in the home is to take action towards preventing one.

Here are a few tips on how to prevent a house fire:

- Keep combustible items at least three feet away from objects that create heat such as heaters or hot water heaters
- Never smoke in bed or while lying down on a couch
- Do not leave portable heater on overnight
- Keep lighters and matches out of reach where kids cannot get to them
- Do not leave the kitchen unattended when cooking. Note: Unattended cooking was a factor in 1/3 of reporting home cooking fires.

Don't forget smoke alarms, approved functional fire extinguishers, and plans of evacuation for your entire family save lives every day!

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May 24, 2020

Office Daily Safety Message

Food Allergens

There are many sources of allergens that can cause an allergic reaction. One of the most common allergens is food. Food allergies are estimated to affect 4 to 6 percent of children and 4 percent of adults.

The most common food allergic reactions are from:

- Milk
- Tree Nuts
- Peanuts
- Soy
- Shellfish
- Fish
- Wheat
- Eggs

Once the allergen is consumed it usually causes a reaction within minutes and up to 2 hours afterwards. The most serious cases of reactions result in Anaphylaxis which requires immediate medical treatment.

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May 25, 2020

Office Daily Safety Message

Memorial Day Weekend – The Most Dangerous Weekend on the Road

A few safe driving tips for this weekend:

- Buckle up
- Use child safety seats
- Assigned a designated driver
- Take breaks when traveling
- Don't get distracted

Memorial Day is an American holiday, observed on the last Monday of May, honoring the brave men and women who died while serving in the U.S. Military.

Take a moment to remember the sacrifices that were made by those who have passed.

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Office Daily Safety Message

Organizing your workstation is key in ergonomics

The items and tools you use often should be placed within easy reach, to avoid overreaching and creating a poor posture. While other items and devices should be placed well out of reach, so that you must stand up and move to get them. This will help ensure you don't remain in a stagnant posture for too long.

Be creative when setting up your work station. Place things in such a way that promotes neutral postures and keeps you moving.

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May 27, 2020

Office Daily Safety Message

“Workout Wednesday”

The Lunch Break Hammy

Strengthen the hamstrings with this standing leg curl:

- Stand behind your chair and hold onto it for support
- Gently kick one foot back, aiming the heel for the top of your thigh
- Lower the foot back down and repeat exercise with the other leg
- Do 10 reps, take a bite of your lunchtime sandwich, and then do 10 more

Enjoy your sandwich while being Safety Strong!

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May 28, 2020

Office Daily Safety Message

When driving, do you consider that other drivers on the road with you do not have your same level of training? According to the National Highway Traffic Safety Administration, over 40% of vehicle accidents are rear end collisions.

Below are some tips to help you avoid becoming a statistic:

- Practice Smith Keys always when driving.
- Always keep the vehicle moving.
- Be aware of tailgaters. If you encounter one, consider changing lanes or slowing down to allow them to pass.
- Always scan your mirrors and maintain 360-degree awareness around your vehicle.
- Use the vehicle's brakes to alert drivers behind you if you see that traffic ahead is coming to a stop. The driver behind you may not be paying attention and your brake lights could warn them of danger.

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May 29, 2020

Office Daily Safety Message

Team Work!

We all play part in the safety success at Entergy. Whether you work in an office or in the field, we are all working together to create a safe work environment.

“Therefore, I pledge that I will be ever vigilant for my own safety and that of my fellow employees.”

Each and every day, be your brothers and sisters’ keepers and be Safety Strong.

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May 30, 2020

Office Daily Safety Message

Eating Habits

The well-being of our bodies is everything to us. If we do not take care of our health at some point our bodies will develop problems. Without our health we are not able to fulfill our daily tasks. Eating well should be a major goal for you to maintain good health throughout life.

Quick Tips to a Better Diet

- Drink more water
- Limit food with processed sugar
- Eat more fiber
- Choose whole grain foods
- Take a multivitamin

Eat healthy to benefit yourself and your family, they are counting on you!

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May 31, 2020

Office Daily Safety Message

Being Observant

There is so much noise and distraction in the world around us. Whether it is at home or at work, we have so much on our minds as well as things going on around us that we miss a lot of important details. It is critical to slow down and be able to observe the environment around you while are at work to be able to safely perform tasks.

How many times have you tripped over something you did not see or turn around and get startled because someone was in your area that you were not aware of? It happens to many of us often.

Here are a few tips on how to improve being observant at work:

- Eliminate distractions from your work area. Whether it is someone talking to you or excessive noise, try to get rid of anything distracting you from your work.
- Take the time before starting a task to stop and look around your work area. Really focus on the different tools or equipment in that area. Are there hazards you are missing?
- While completing a work task, monitor your thoughts. Is your mind truly on the task?

Take the time to be observant. Take the time to remove distractions. Take the time to be Safety Strong!