Safety Matters

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Pedestrian Safety

Tips for keeping safe around forklifts

Forklifts are big, heavy, dangerous pieces of equipment. When you work around forklifts, you have to be very careful of the many risks. For example:

- ✓ Being struck by a forklift
- ✓ Being crushed between a forklift and a structure
- ✓ Being struck by falling objects (materials carried by the forklift)
- ✓ Having feet run over by forklift wheels
- ✓ Fires in refueling and recharging areas (often connected with violations of smoking rules)

To protect your safety when working around forklifts:

- ✓ **Be aware of forklift activity in your work area.** Keep track of where forklifts are and what they are doing. Become familiar with the routes forklifts travel and the tasks they perform.
- ✓ **Listen for and heed forklift horns,** backup alarms, and other warning signals.
- ✓ **Avoid coming too near forklifts.**
- ✓ **Look both ways** before crossing aisles.
- ✓ **Obey traffic signs** and stay in pedestrian walkways or behind barriers.
- ✓ **Don't assume that a forklift operator sees you** or realizes what you are doing or where you are going.
- ✓ **Wear high-visibility clothing** when working around forklifts.
- ✓ **Be extra careful when working in a noisy area.** You may not be able to hear forklifts approaching or hear their horns and other warnings.
- ✓ **Don't take risks** and try to beat forklifts or squeeze past them in narrow aisles.
- ✓ **Never ride on a forklift** unless you are authorized and then ride only in a place where riders are permitted.
- ✓ **Never ride on the forks.**
- ✓ **Don't walk under a forklift's elevated parts.** Materials could fall on you.
- ✓ **Don't stand where you could be at risk of being pushed against a wall,** storage unit, or other structure by a forklift.
- ✓ **Don't fool around in areas where forklifts are operating.** You could fall or get pushed into the path of a vehicle. Horseplay is unacceptable at work.
- ✓ **Don't fool around with or distract forklift operators.**
- ✓ **Don't smoke in areas where forklifts are being refueled** or in battery charging areas.

SAFETY TIPS OF THE MONTH

Consider these safety tips regarding your home's exterior doors:
All of a home's exterior doors should have a lens peephole or wide-angle viewer, not just the front entry.
Doors with glass windows less than 40 inches from the lock can easily be opened by breaking the glass. Replace glass with an unbreakable material.

News & Notes

FORKLIFT SAFETY RULES
Follow these rules to safely move a load.

When you pick up a load:
- ⇨ Set forks wide and level.
- ⇨ Slowly slide forks under load.
- ⇨ Center load and position it so that it just touches the backrest.
- ⇨ Tilt the mast back.
- ⇨ Lift the load and tilt it back a little more before traveling.

As you carry a load:
- ⇨ Keep forks tilted back and low (6 to 8 inches above the ground).
- ⇨ Don't carry items on the overhead guard.
- ⇨ Don't raise or lower load while moving.

When unloading onto the ground:
- ⇨ Make sure there are no pedestrians in the unloading area.
- ⇨ Position load directly over destination.
- ⇨ Straighten the mast.
- ⇨ Slowly lower the load.
- ⇨ Back away slowly and make sure the forks are clear before turning.

To unload onto a truck:
- ⇨ Make sure the truck's rear wheels are chocked and the brakes are locked.
- ⇨ Secure the dock plate.
- ⇨ Check that the trailer bed is clear and structurally sound.
- ⇨ Position the load, tilt it forward, and then release it.

To unload onto a rack or a stack:
- ⇨ Raise and position load to correct height.
- ⇨ Move it slowly into position.
- ⇨ Tilt load forward and lower it onto the rack or stack.
- ⇨ Pull forks back slowly and check clearance before turning.

"You didn't hear it from me, but the other hares in the office think you're getting your work done too quickly."

RIDDLES OF THE MONTH

1) What happened when the chimney got angry?
2) Why can't you keep secrets in a bank?
3) What would you get if Batman & Robin were run over by stampeding elephants?

Answer on Page 2 Safety Bits & Pieces

Safety Bits & Pieces

FIRE DRILL PARTICIPATION MATTERS

When you hear the fire alarm and see the fire alarm strobe lights activated, what's your first reaction? Is it 'I better follow the evacuation plan and get out of here?' Or is it something similar to, 'I'll bet they are working on the alarm system again. Nothing to worry about! I'll just keep working.' The National Fire Protection Association states that participation in fire drills often depends on the weather. If it's cold or rainy, some people don't respond.

If you are one of those who thinks fire alarms or drills are nothing to be concerned about or participate in, that's a mistake. Individuals with that mindset are ignoring the possibility of a life-threatening emergency. Terrible things can and do happen all the time to those who are not prepared for emergencies. People should not be complacent and think that it can't happen here. It could happen.

On average, statistics show that in offices 4,900 fires are reported annually. These fires account for an average of four deaths, 51 injuries, and $141 million in losses. Part of the problem is that many people think fires aren't very common. They occur much more often than you might think. Another misconception is the idea that the fire department can save everyone. Don't count on it.

People are often reluctant to leave department stores and public buildings. They often ignore smoke. They don't want to look foolish by taking a fire alarm too seriously. They don't want to overreact to a false alarm or to a situation they think is already under control. Remember it is better to be safe, than sorry. Your participation in a fire drill may help save your life and the life of others!

The possibility of a serious fire is something that must never be taken lightly. Be smart. Get out when the alarm goes off. Fire drills help everyone prepare for a potential emergency we all hope will never happen!

RIDDLES OF THE MONTH ANSWERS:

1) It blew its stack.
2) Because of all the tellers!!
3) Flatman and Ribbon.

ON THE LIGHTER SIDE...

QUOTATION OF THE MONTH

"Life can only be understood backward, but it must be lived forward."
Soren Kierkegaard (1813-1855)
Danish philosopher, poet, author

Hand Safety Quiz

Circle T for True and F for False

1. Hands should always be protected by gloves on the job. **T F**
2. Rubber gloves are the best protection against contact with any chemical. **T F**
3. Cotton gloves are a good choice for handling rough or sharp surfaces. **T F**
4. If you cut your hand and it bleeds heavily, apply direct pressure to the cut and hold your hand over your head. **T F**
5. When removing gloves that might be contaminated by a hazardous chemical, pull on the fingers to slide the glove off. **T F**
6. When working with machinery or equipment that could cut or crush fingers or hands, pay attention to where *both* your hands are placed at all times. **T F**
7. When you use hand trucks, carts, and other material handling equipment, watch out for pinch points. **T F**

Answers:

(1) False. Don't wear gloves when there's a risk they'll get caught in a machine's moving parts. (2) False. Different chemicals require different types of gloves—check the chemical's material safety data sheet (MSDS). (3) False. Leather gloves would be a better choice. (4) True. (5) False. Stick your finger under the cuff and peel the glove off without touching the outside. (6) True. (7) True.

Quit Smoking, but Be Cautious...

Smoking is dangerous to your health, and quitting tobacco usage is beneficial to your overall health. Be aware when you are ready to quit for good to be a little more careful if you are going through nicotine withdrawal. A study published in the British Journal of Nature showed that quitting can put you in danger of having an accident for at least the day or two after you quit. Nicotine withdrawal symptoms appear to make people less careful at work and elsewhere. Study leaders analyzed a decade's worth of accident reports in industry and found a small but persistent surge in the number of workers sent home with injuries on the day of The Great American Smokeout. So be cautious and always remember to be a little more careful in everything you do!

From the State of Delaware's Office of Highway Safety...

See the Light. Buckle Up at Night.

Did you know that you are three times more likely to be killed in a car crash at night? Statistics show that the night time hours are the most dangerous time on the road. When the odds are against you it makes sense to play it safe. Buckle up and be protected.

Delaware has a primary seat belt law aimed to protect citizens driving on the roadways across our state. These laws are simple to follow, and when you do it every time you get in a car, it will keep you safest in the event of a crash.

- ✓ Everyone in the vehicle, including backseat passengers and children, must wear seat belts properly.
- ✓ Lap and shoulder belts must be worn across the chest and hips. Shoulder belts may not be placed behind the back or under the arm.
- ✓ Children must be in an age/ weight appropriate seat. The back seat is safest for all children under the age of 12.

Officers are always on the lookout for unbelted drivers, day and night. Drivers who are unbelted, or have unbelted passengers, may face a fine and court costs totaling $83.50. See the light. Buckle up at night. Get enlightened, go to www.ohs.delaware.gov.

Buckle Up. Arrive Alive DE.