

News & Notes

SIX STEPS TO CHEMICAL SAFETY

Follow this process to help keep you safe when working with hazardous substances:

- STEP 1: Get the right information.** Read the container label and the MSDS before you use any chemical.
- STEP 2: Follow instructions.** Do what the MSDS, label, and workplace rules tell you to do. Don't take shortcuts or ignore precautions. Store and handle chemicals according to procedures.
- STEP 3: Wear appropriate PPE (Personal Protective Equipment).** Gloves, goggles, coveralls, respirators, and other PPE are your best defense against chemical hazards. Wear what you need for the substance you use. If you have questions, ask your supervisor.
- STEP 4: Practice safe hygiene.** Keep food, drinks, cigarettes, cosmetics, purses, bags, and street clothes out of work areas where chemicals are used or stored. Wash your hands and face after working with chemicals.
- STEP 5: Know how to respond to spills.** Report all spills and leaks right away. Only attempt to clean up the spills you are trained, authorized, and equipped to handle.
- STEP 6: Be prepared for an emergency.** If you are exposed to a hazardous chemical, act immediately. Get proper first aid and medical follow-up, as necessary.



"I'm reading the ingredients now... oh... not good, Dave, not good!"

Hand Truck and Dolly Usage Tips

- * Choose the right truck for the job
- * Place heavier items on bottom
- * Secure any delicate or awkward items
- * Keep a firm grip, knees bent
- * Avoid walking backward, if possible
- * Move slowly and stay in control
- * Lean in the direction you are going

Safety Matters



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Chemical Power

What you need to know

When you work with hazardous chemicals, knowledge really is power. The more you know about the chemicals you work with, the safer you'll be. The first place to look for information about a chemical is right on the container. Label formats differ, but they all contain similar information, including:

- ⇒ **Chemical identity**
- ⇒ **Name and address of the manufacturer or importer**
- ⇒ **Physical hazards**
- ⇒ **Health hazards**

Labels may also include storing and handling instructions, recommended personal protective equipment (PPE), and safety procedures for working with the chemical. But since this information is not required, you may not find it on all containers.

The second place to get the information you need about hazardous substances is the chemical's material safety data sheet (MSDS). These also vary in length or format but they all provide basically the same information.

- ⇒ **Product information**—name of manufacturer/importer, name of chemical, emergency phone number
- ⇒ **Chemical ingredients**
- ⇒ **Exposure limits**—PEL (Permissible Exposure Limit), STEL (Short-Term Exposure Limit), and TLV (Threshold Limit Value)
- ⇒ **Physical properties**—appearance and odor under normal conditions, boiling point, vapor pressure and density, evaporation rate, etc.
- ⇒ **Health hazards**—routes of exposure into the body, symptoms of exposure
- ⇒ **Fire and explosion data**
- ⇒ **Reactivity information**—substances and situations that could cause dangerous reactions
- ⇒ **Safe handling precautions**
- ⇒ **Exposure control**—engineering controls, PPE, and hygiene
- ⇒ **How to handle leaks and spills**
- ⇒ **First aid**

If you haven't read the label and MSDS, you're not ready to handle a hazardous chemical. Even after reading the label and MSDS, you might still have questions. Don't hesitate to ask your supervisor to explain anything you don't understand.

Riddle of the Month

I'm not an airplane, but I can fly through the sky. I'm not a river, but I'm full of water. What am I?

Answer on page 2 under Notable Quotation

Safety Bits & Pieces

NO SLIPS, NO FALLS

Here are some tips for avoiding slips and falls from the U.S. Department of Energy's Lawrence Berkeley Laboratories:

- **Watch out for spills on the floor.** Even small quantities of water, coffee, food, grease, oil, soap, or other slippery stuff can cause a slip and fall.
- **Wipe your shoes on a mat** when you come inside—especially in rainy weather. This prevents wet or dirty soles from contributing to a slip and, perhaps, a fall. Wiping your feet will also help keep the floors clean and dry so others don't slip.
- **Use handrails** on stairwells.
- **Wear sensible shoes** with nonslip soles.
- **Walk in designated areas.** Don't take shortcuts.

NEATNESS COUNTS

Take time each day to inspect work areas:

- ⇒ Is your work area free of clutter, scrap, or excess materials?
- ⇒ Are aisles and walkways clear of obstructions?

Do your part to maintain a well-kept workplace by picking up and organizing your work area daily. Report unsafe conditions you can't correct yourself.

Take pride in the role you play creating a safe and orderly workplace!

DON'T IGNORE FIRE ALARMS

Fire experts say that too many people ignore fire alarms, a fact that contributes to needless injuries and deaths. The National Fire Protection Association warns that many people have a false sense of security so that when they hear an alarm, they think they're safest where they are—which is usually not the case.

What's more, fire experts say that even when people do respond to a fire alarm, many wait to evacuate because they think it's foolish to react immediately.

A survey by the National Research Council of Canada finds that most people underestimate the risk of fire, its potential to grow and spread, and how fast it can turn deadly.

Don't be one of the misguided. Be one of the safe. When you hear the fire alarm - even if you think it's just a drill - respond immediately. Follow emergency procedures and evacuate the building by the nearest emergency door.

Safety Tip of the Month

If you are out walking/jogging/exercising be alert and walk purposefully.

Confidence deters attackers.

Exercise with a friend or with a group whenever possible.

Safety Starts with You

How you can make your workplace safer

June is **National Safety Month**. But don't forget that maintaining a safe workplace is a year-round job—something we have to work hard to achieve every day of every month. Here are 12 steps you can take this month and all 12 months of the year to promote safety on the job:

1. **Learn about all the potential hazards** in your work and work area.
2. **Make sure you understand** safety rules and procedures, and follow them.
3. **Ask questions** about anything safety-related you don't understand.
4. **Keep your mind on your work** and pay attention to everything you do.
5. **Wear required personal protective equipment.**
6. **Report safety hazards** you spot anywhere in the facility.
7. **Watch out for your co-workers** and help keep them safe, too.
8. **Think before you act;** when in doubt, find out!
9. **Report accidents,** near misses, and other safety-related incidents so that corrective action can be taken.
10. **Participate in safety training,** safety meetings, safety committees, and other safety-related activities.
11. **Cooperate in accident investigations** so that causes can be found and further accidents prevented.
12. **Remember that safety is never "somebody else's job."**

Notable Quotation

"Do all the good you can, by all the means you can, in all the ways you can, in all the places you can, at all the times you can, to all the people you can, long as ever you can."

John Wesley

On the Lighter Side

When he and his mother returned home from the supermarket, the small boy pulled out the box of animal crackers he'd begged for and emptied them on the counter.

"What are you doing?" asked his mother. The boy replied: "The box says you can't eat them if the seal is broken. I'm looking for the seal."

Riddle of the Month Answer:

A cloud.

Moving Chemicals

How to do so safely

Here are the hazards to be aware of when you transport hazardous chemicals:

- Broken pallets, which could collapse
- Pallet too high off the ground, which could cause it to tip forward and allow containers to fall
- Unsafe placement of chemical containers, which could fall during transport
- Failure to secure containers, which could cause them to fall, get damaged, and release chemicals
- Missing or damaged labels, which means hazards may not be identifiable
- Failure to follow safe handling instructions, which could cause a leak
- Handler not wearing proper personal protective equipment (PPE), which could cause an injury in an accident
- Obstructed vision of handler, which could cause a collision

Prevent accidents by following these safe practices:

- Use pallets that are in good condition.
- Always secure containers before moving them.
- Report missing or damaged container labels.
- Always follow handling directions on container labels and in material safety data sheets (MSDSs).
- Wear required PPE.
- Make sure vision is not obstructed when moving containers.