

News & Notes

BE A HAZARD HUNTER

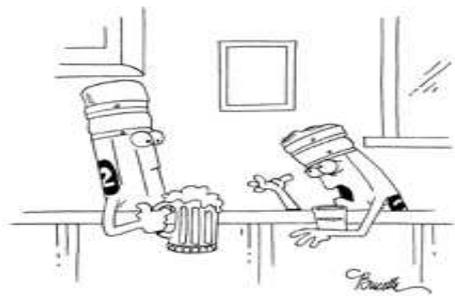
Hazards can be found almost everywhere in the workplace, and there are many different types. Some common hazards you may face on the job include:

- Eye, face, and head injuries
- Cuts, punctures, fractures, and abrasions
- Electrical shock
- Injuries to your hearing
- Contact with hazardous chemicals
- Muscle strains and sprains
- Back injuries
- Slips, trips, and falls
- Musculoskeletal disorders (MSD)

Furthermore, statistics show that in the workplace:

- An injury occurs every 18 seconds.
- 2,500 eye injuries occur daily.
- 33,000 workers receive disabling injuries annually from falling on the stairs.
- Approximately 10,000 employees die every year in job-related accidents.
- 1,500 workers are killed every year from falls.
- MSDs account for half of reported occupational illnesses.

All this means that to help keep yourself injury-free, you need to be constantly aware of the possible hazards that threaten your safety. Fortunately, if you take the time to look, hazards aren't that hard to identify. For example, be alert to anything that simply doesn't look, smell, or *feel* right. Look for unsafe acts as well as unsafe conditions. Examine the substances, equipment, and situations that are part of your job. Think ahead—about what you're working with, what you'll be doing, where you'll be going, what could go wrong. And make safety a part of your job—all day, every day.



"With me it's been one mistake after another. Just look at my eraser!"

RIDDLES OF THE MONTH

- 1) Why didn't the police catch the banana?
- 2) Why did the bee get married?
- 3) Why did the banana go to the doctors' office?
- 4) Why did the egg hide?
- 5) Why did the cat sit on the computer?
- 6) What is the radius of a pumpkin?
- 7) What kind of a car does a cow drive?

Answers on page 2 Safety Bits & Pieces

Safety Matters

September

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5 Steps to Greater Safety

How to find the hazards in your everyday tasks

Because you may not always notice hazards in the simple, everyday tasks you perform, it's a good idea from time to time to take a close look at each task to make sure that you've identified all the potential problems. Here's what to do:

1. Look at the job's general conditions. Create a general checklist for each task you perform to look at things like:

- Slip, trip, and fall hazards
- Condition of tools and equipment
- Fire and explosion hazards
- Electrical, chemical, or noise hazards
- Availability and use of personal protective equipment (PPE)

2. List all the steps involved in the job. Break each task down into a series of steps. Your step-by-step description might include:

- Inspecting and putting on PPE
- Organizing your work area and the tools and materials needed for the job
- Inspecting and turning on any necessary equipment
- Performing the task (lifting, sanding, assembling, etc.)
- Shutting down equipment
- Returning tools and unused materials to their proper storage place

3. Identify the potential hazards in each job step. Identify hazards for every step. For example:

- Risk of falls or falling objects
- Awkward positions, reaching, or repetitive motions that could cause injury over time
- Mechanical hazards
- Sharp, hot, or other possibly dangerous objects
- Dust, noise, or other environmental hazards
- Chemicals and other possibly hazardous materials

4. Determine the best way to eliminate/reduce identified hazards. These might include:

- Performing the job differently
- Reorganizing the work area to minimize awkward positions and movements
- Changing tools or equipment
- Changing or adding PPE
- Getting additional training

5. Repeat this process periodically to make sure there are no new hazards and you're still safe.

SAFETY TIP OF THE MONTH

When involved in outdoor activities such as biking, jogging or walking that take you away from home practice the following safety tips:

- 1) Choose a route in advance that is safe and populated;
- 2) Always carry proper identification;
- 3) Advise a friend or loved one the route you will be taking and your anticipated time of return so that they will know where to look for you in an emergency;
- 4) Vary your route and activity schedule so that your behavior is not predictable;
- 5) Avoid pursuing outdoor activities after dark
- 6) Consider carrying a personal alarm.

Safety Bits & Pieces

NATIONAL PREPAREDNESS MONTH

September is National Preparedness Month. National Preparedness Month is designed to encourage Americans to take simple steps to prepare for emergencies in their homes, businesses, and communities.

Consider the following ten ways you can be better prepared for a disaster:

1. **Identify Your Risk** - What are the hazards where you live or work? Find out what natural or human caused disasters pose a risk for you. Do you live near a flood plain or in a high fire danger area? Are you prepared for an unexpected human-made disaster that can strike any time? Does your neighborhood or community have a disaster plan?
2. **Create a Family Disaster Plan** - Your family needs a plan that tells everyone: where to meet if you have to evacuate; who you've identified as an out-of-state "family contact"; how to get emergency information in your community; and how to take care of your family pets.
3. **Practice Your Disaster Plan** - After you have sat down with your family and written your plan — practice it. Start by having family members meet at a designated spot outside your home — like you would after a fire. Know how to respond in the event of any disaster — whether to stay put indoors, or whether to evacuate your neighborhood by car. If your family needs to evacuate, know the proper evacuation procedures and routes.
4. **Build a Disaster Supply Kit for Your Home** - If you are stranded in your car or have to be self-sufficient at home until help arrives, you need to have a disaster kit with you.
5. **Prepare Your Children** - Talk to your children about what the risks are and what your family will do if disaster strikes.
6. **Don't Forget Those with Special Needs** - Infants, seniors and those with special needs must not be forgotten. Make sure that supplies for your infant are in your kit and that you have items such as medications, oxygen tank, or other medical supplies that seniors or those with special needs may require.
7. **Learn CPR and First Aid** - Contact your local chapter of the American Red Cross today and get trained on basic first aid and CPR. Your training could save the life of a loved one or neighbor following a disaster.
8. **Eliminate Hazards in Your Home and the Workplace** - Secure the contents of your home or office to reduce hazards.
9. **Understand Post-9/11 Risks** - Disaster preparedness must now account for man-made disasters as well as natural ones. Knowing what to do during an emergency is an important part of being prepared and may make all the difference when seconds count.
10. **Get Involved, Volunteer** - Donate blood, join a local Community Emergency Response Team (CERT), educate your neighbor, or volunteer with your local American Red Cross.



RIDDLES OF THE MONTH ANSWERS

- 1) Because it split!
- 2) Because it found its honey
- 3) Because it wasn't peeling well
- 4) Because it was a little chicken
- 5) Because it wanted to keep its eye on the mouse
- 6) Pi
- 7) A CATTLEac.

Sticks and Stones

First-aid treatment for broken bones

Workplace accidents sometimes involve broken bones. If you're the first on the scene of an accident involving a broken bone, the best thing you can do is *not to move the person* unless it is absolutely necessary. Movement can make even simple fractures worse. In some cases, movement can cause serious problems. Neck and back injuries, for instance, are especially risky, and the wrong move in these cases could cause paralysis or death. So instead of moving someone who has broken a bone, instruct the victim not to move and call for emergency assistance.

How Do You Know If It's Broken?

Identifying a break isn't always easy. Sometimes you could be dealing with a bad sprain involving soft tissue, not bones. Generally, however, you can tell if a bone is broken by looking, asking, and feeling:

- **Look** for swelling and deformity. Compare the injured part with an uninjured counterpart (for example, the other arm).
- **Ask** the victim to rate the pain, explain how it happened, and tell you if he or she can move the injured area.
- **Feel** (gently!) around the area. Is it tender?

If there is a broken bone, immobilize and support the injured area (for example, a sweatshirt, jacket, or pillow), keep the person comfortable, apply ice (if available) to help control swelling and pain, and wait for the ambulance. Don't try to splint the

ON THE LIGHTER SIDE...



Young Godzilla

QUOTATION OF THE MONTH

"It doesn't matter how strong your opinions are. If you don't use your power for positive change, you are, indeed, part of the problem."

Coretta Scott King



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

Child Passenger Safety

Is there anything more important than the well-being of our children? From the time we place our newborn in the car seat for the first ride home, to the time we allow our teen to drive off alone, safety should be a top priority.

In a crash, adults and teens are safest when they are properly restrained in a standard seat belt. For the smallest passengers, a child passenger safety seat is the best choice. In selecting a car seat, keep the following in mind:

- Choose a seat that fits your car, your child, and one that you will use every time.
- Seats vary by weight, height, and age. Find out what works for you and your child at <http://www.safercar.gov/parents/carseats.htm>.
- Remember, the back seat is the safest place for children until they reach the age of 13.

It is worth it to take a few minutes to make sure that your child is in the appropriate seat for their size. OHS offers free fitting, installation, and inspections statewide. Schedule an appointment with a certified technician at a car seat fitting station near you. Go to www.OHS.delaware.gov/carseats for more information.

Buckle Up. Arrive Alive DE.