



THE CITADEL

THE MILITARY COLLEGE
OF SOUTH CAROLINA

Safety Office: (843) 953-4816
(843) 953-6945

Radio: #98 or #99



PUBLIC SAFETY DEPARTMENT & ENVIRONMENTAL HEALTH & SAFETY NEWSLETTER

Oct. 31, 2023

Safety Counter

134

Days Since Last Recordable

Zone OSHA 06.19.202
(Strain Left Shoulder & Chest)

First Aids – Contusion/Fall – Tailor Shop
10/12/2023

Safety Stats

3	YTD Campus Recordable Injuries
1.5	RIR Rate (Target: 0.00)
2	YTD First Aids & Report Only
1.9	NCAIS Educational Institution Avg.

Days Since Last OSHA Recordable

134	Zone Maintenance
958	HVAC
909	Grounds
314	Machine/Plumbing Shop
1,330	Electrical Shop
>1,200	Motor Pool
153	All Other Campus Departments



Meet the newest employee in the Facilities and Engineering Department. Gary Friedman will be working with the other employees in our Machine Shop headed up by John Allegood. Gary has over 5 years' experience as a plumber and spent 17½ years in the military retiring from the Air Force. In his spare time, he loves to fish, hunt and Kayak. If you see Gary on campus, tell him hello, and -

WELCOME ABOARD GARY!!!

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Link to Safety Newsletters <http://www.citadel.edu/root/citadel-safety-newsletters>

Campus AED Locations: http://www.citadel.edu/root/images/environmental_health-safety/campus-aed-map.pdf

Upcoming Events Provided Through EHS

Note: The EHS/Risk Management and Fire Marshal's Office are now located at 207 Richardson - 2nd floor.

- **First Aid, CPR, AED training** – *UPDATE: We now have three certified First Aid/CPR/AED instructors on Campus. Contact the EHS offices to schedule a class. This class will allow a two-year certification through The American Red Cross. (As of 10/20/2023) – over 400 individuals trained.)* **Soon will be training on BLS (Basic Life Support First Aid Classes) and Stop the Bleed.**
- **Defensive Driving Classes** – Anyone who utilizes a Citadel vehicle needs to attend a defensive driver course through the National Safety Council. This training is provided through the EHS department. Please contact the EHS Director to schedule training. (Certificate Class 3-year cycle)
- **SAFETY DAYS** – The EHS Director and campus Fire Marshal are in the process of developing continued and makeup sessions for EHS/Life Safety training. This training will provide required regulatory training along with fire extinguisher training utilizing the school's fire extinguisher simulator. (Certificate of Completion)

For more information, you can contact the EHS Department or Campus Fire Marshal at (843) 953-4816, (843) 953-6945. Email: horr@citadel.edu or jsoares1@citadel.edu

Do's & Don'ts In Case of Fire

- **DON'T** Break windows!
- **DON'T** Open hot doors!
- **DO** Use an appropriate fire extinguisher!
- **DON'T** Return for your belongings!
- **DO** Call emergency services!
- **DON'T** Hide!
- **DON'T** Use lifts!
- **DO** Make a quick escape!

An acronym that can help you remember what to do in case of a fire: **RACE**

- Remove
 - Alarm
 - Confine
 - Extinguish or Evacuate
- **Remove** – remove everyone from the area.
 - **Alarm** – the fire alarm pull station should be activated to alert emergency services and call 911.
 - **Confine** – confine the fire if possible.
 - **Extinguish or Evacuate** – remember to leave yourself a path of safe retreat and you are not a fire fighter, but if you are properly trained, you are able to extinguish a fire.

Contact the Safety Department if you would like additional training on the use of fire extinguishers and what to do in case of a fire.

Director of EHS (843) 953-4816
Campus Fire Marshal (843) 953-6945

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SAFETY PICTURE OF THE DAY



WHO CAN TELL US WHAT IS WRONG WITH THIS PICTURE?

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WHAT TO DO IN CASE OF FIRE OR EMERGENCY IN A CAMPUS BUILDING

. Numbers to call in case of a fire or emergency:

A. From a campus (VOIP) phone
- 953-5114 (Citadel Public Safety)
-811 (Citadel Public Safety)

B. From a cell phone
-911 (Charleston 911 Dispatch Center)
-843-953-5114 (Citadel Public Safety)

2. Give the following information:

A. Name
B. Phone Number (Preferably a cell #)
C. Location (Bldg, Room #)

D. Nature of emergency (What is the situation?)
E. Number of Injured
F. Nature of Injuries (How/what is injured?)

DO NOT hang up until told to do so.

3. **ALL PERSONNEL MUST EVACUATE** the building when a fire alarm is sounding. **NO EXCEPTIONS!**

4. Know multiple routes out of your building. **DO NOT** use an elevator in the event of a fire or emergency.

5. Know where your fire extinguishers are located and what types of extinguishers are available.

6. Only attempt to extinguish a fire if you deem it safe enough and small enough. If in doubt, evacuate.

7. Know where the closest fire alarm pull station is located. Most are located near an exit or door to a stairwell.

8. Consider your co-workers. Provide additional help evacuating to those in need, i.e. injured, handicapped, and elderly.

9. Know where your muster points are located. All facilities should have a primary and alternate muster point to assemble and complete accountability of all faculty, staff, and students. Muster points should be far enough away from the building to avoid impeding emergency response vehicles. Primary and alternate muster points should be located away from each other in case one is impacted by smoke, gases, etc.

10. Notify emergency responders of anyone that may still be left in the building and where they may be located.

11. **DO NOT RE-ENTER THE BUILDING** for any reason. Only re-enter the building after being given the **"ALL CLEAR"** by Public Safety and alarms have been silenced.

12. Close all doors in office, administrative and educational buildings after rooms have been evacuated. This is especially important if the room is on fire. Closed doors will help to compartmentalize the building and reduce the spread of fire.

13. Barracks doors will be left open with lights on after evacuation unless the room in question is on fire. That door will be closed. Barracks doors left open are to help assist in the evacuation and accountability process.

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THINK SAFETY



THE CITADEL FIRE MARSHAL'S OFFICE

October 2023

Do you know that the week of October 3rd through the 9th is Fire Prevention Week throughout the United States?

FIRE PREVENTION WEEK

Since 1922, the National Fire Protection Association (NFPA) has sponsored the public observance of Fire Prevention Week. In 1925, President Calvin Coolidge proclaimed Fire Prevention Week a national observance, making it our country's longest-running public health observance. During Fire Prevention Week, children, adults, and teachers learn how to stay safe in case of a fire. Firefighters provide lifesaving public education to drastically decrease casualties caused by fires.

Fire Prevention Week is observed each year during the week of October 9th in commemoration of the Great Chicago Fire, which began on October 8, 1871, and caused devastating damage. This horrific conflagration killed more than 250 people, left 100,000 homeless, destroyed more than 17,400 structures, and burned over 2,000 acres of land.

<https://www.nfpa.org/Public-Education/Staying-safe/Preparedness/Fire-Prevention-Week/About>

SMOKE ALARMS AT HOME:

Smoke alarms are a vital part of a home fire escape plan. When there is a fire, smoke spreads fast. Working smoke alarms give you an early warning, while a fire is small so you can get out quickly.

Make sure everyone in your home understands the sounds of smoke alarms, and knows how to respond.

What is your alarm telling you:

- A continued set of three loud beeps—beep, beep, beep—means smoke or fire. Get out, call 9-1-1, and stay out.
- A single "chirp" every 30 to 60 seconds means the battery is low and must be changed.
 - You should check your smoke alarm every month, press the button to verify it operates correctly.
 - You should change batteries, if you smoke alarm is powered by battery, twice a year.
- All smoke alarms should be replaced after 10-years.
- Chirping that continues after the battery has been replaced means the smoke alarm is at the end of its life and the unit should be replaced.



Call 911 in case of a fire.

A Message from the Fire Marshal:

We are leaving the summer months and entering into the holiday season, which usually means family events involving the cooking of meals and gathering friends and family.

The Thanksgiving holiday is the leading day for fires in the United States involving cooking equipment, so now is the time to think about cooking safely.

One thing I always recommend as we travel and have family and friends staying with us is to check the smoke alarms where ever you are, especially if staying in a house rental; you should always bring your own Carbon Monoxide detector, which you should test upon arriving. I would also recommend taking a few moments and practicing an emergency escape plan with everyone.

I always look forward to this time of year, but we cannot become complacent about safety and the hazards associated with the season.

Think Safety.

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2019 – 2022

2019	2020	2021	2022
Fall Protection	Fall Protection	Fall Protection	Fall Protection
Hazard Communication	Hazard Communication	Respiratory Protection	Hazard Communication
Scaffolding	Respiratory Protection	Ladders	Respiratory Protection
Lockout/Tagout	Scaffolding	Scaffolding	Ladders
Respiratory Protection	Ladders	Hazard Communication	Scaffolding
Ladders	Lockout/Tagout	Lockout/Tagout	Lockout/Tagout
Powered Industrial Trucks	Powered Industrial Trucks	Fall Protection Training	Powered Industrial Trucks
Fall Protection Training	Fall Protection Training	PPE Eye and Face Protection	Fall Protection Training
Machine Guarding	PPE Eye and Face Protection	Powered Industrial Trucks	PPE Eye and Face Protection
PPE Eye and Face Protection	Machine Guarding	Machine Guarding	Machine Guarding

Fall Protection has been the leading cause for OSHA violations for 4 years in a row.

Ask a Safety Professional

This month's column questions to the Environmental Health and Safety Newsletter are featured below:

1. What are the 7 elements of Safety?
 - a. Safety Culture
 - b. Employee Training and Empowerment
 - c. Hazard Identification and Control Systems
 - d. Focus on Compliance
 - e. Continuous Improvement
 - f. Leadership and Organizational Buy-In
 - g. Safety Management's Role
2. What types of hazards potentially exist in the workplace?
 - a. Safety Hazards
 - b. Biological Hazards
 - c. Physical Hazards
 - d. Ergonomic Hazards
 - e. Chemical Hazards
 - f. Workload Hazards

All of these hazards exist here at the Citadel and employee recognition is extremely important.

- **Hazard** – is any source of potential damage, harm or adverse effects on something or someone under certain condition.
- **Identification** – hazard identification is the systematic observation of unsafe conditions, negative behaviors and weaknesses within the management structure that could lead to injuries and illnesses.

Anyone can ask an Environmental, Health, Safety or Life Safety question by submitting it to either Dave Orr at horr@citadel.edu or Jesse Soares, Campus Fire Marshal at jsoares1@citadel.edu

Have a Safety and Healthy Day

2023 Hurricane Season

We have 31 days until the end of the current hurricane season. There have already been 18 named storms so far this season with 2 named storms remaining. Remember at the beginning of the current season, the prediction center predicted this year's hurricane numbers were 14 -21 named storms, 6 - 11 hurricanes and 2 -5 major hurricanes. (2022 – 13 to 16 names storms, 6 to 8 hurricanes, and 2 to 3 major hurricanes).

Named 2023 Atlantic Storms

Arlene	Margot
Bret	Nigel
Cindy	Ophelia
Don	Phillippe
Emily	Rina
Franklin	Sean
Gert	Tammy
Idalia	Vince
Jose	Whitney
Katia	

Corny Joke of the Month:

What did the ocean say to the beach.....

Nothing - it just waved!!



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Fire Prevention Month October

L	R	F	S	I	J	P	I	A	V	O	Q	R	Y	F
I	E	N	J	C	G	L	C	R	E	V	U	N	C	M
H	S	V	O	Q	H	N	F	W	B	V	O	P	N	N
A	P	X	M	I	Y	V	I	Z	Z	I	W	L	E	O
W	O	Y	E	V	T	I	Q	T	T	C	M	A	G	I
A	N	Y	H	L	E	N	E	C	I	O	F	N	R	T
R	S	E	K	O	M	S	E	E	G	O	V	F	E	A
E	E	V	R	U	C	T	X	V	B	I	N	B	M	C
N	J	L	K	A	E	U	Q	O	E	K	P	M	E	U
E	L	H	P	D	E	E	L	Z	N	R	S	J	Z	D
S	A	E	I	C	R	F	O	M	R	P	P	I	I	E
S	I	E	X	T	I	N	G	U	I	S	H	E	R	W
D	Q	E	M	R	E	C	R	U	O	S	X	E	W	S
P	C	H	E	C	K	L	I	S	T	T	M	Z	E	V
V	G	F	Q	R	J	B	R	E	D	O	I	A	D	Y

awareness

education

extinguisher

plan

risk

checklist

emergency

fire

prevention

smoke

detection

escape

ignition

response

source

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LADDER SAFETY – TAKE LADDER SAFETY ONE RUNG AT A TIME

Gravity never forgets. As soon as you set foot on the ladder's first rung and pull your body off the ground, gravity works to bring you back to earth. Therefore, it's not a surprise that ladder safety begins from the ground up.

Start with a good foundation: Proper ladder setup will help prevent slips and falls. Place the base on a firm, solid surface. Avoid slippery, wet, or soft surfaces. If you must put the ladder on a soft surface, place a board under the ladder's feet to provide a firm footing. Make sure the top of the ladder has firm support as well. Never lean a ladder against a windowpane or other unstable surface.

Climb with care: When you climb, always face the ladder, and grip the rungs of the ladder to climb, not the side rails. Never get on or off a ladder from the side unless it has been secured to prevent movement. Never climb with equipment in your hands. Use your pockets, equipment belt or tool pouch and raise heavy objects with a hard line.

Think before you carry: Before you start to haul a ladder around, evaluate the area where you'll be working. Ladders can be heavy and unwieldy. You can strike another person or object or hit electrical power lines.

Follow the rules: Ladder safety may seem simple, but injuries occur every year. Below are some ladder safety do's and don'ts:

- Use the right ladder for the job.
- Inspect the ladder before and after the job.
- Read all warning labels carefully and follow directions before you climb.
- Clean the ladder after each use to prevent dirt buildup.
- Wear clean, dry, slip-resistant shoes and use ladders with slip resistant feet.
- Don't stand any higher than the third rung from the top of the ladder.
- Don't lean too far or overreach. Reposition the ladder closer to the work instead.
- Don't use a ladder as a bridge or scaffold.
- Don't put a ladder on a box, barrel, or other object to gain additional height.
- Don't use a damaged or unsafe ladder.

Experts also warn about ladder use in bad weather. Descend immediately if high winds, rain, or other inclement weather begins. Wind force can blow you off the ladder. Rain can make the rungs and the ground slippery. Bitter cold can make metal ladders more brittle and can cause other structural damage. If you encounter bad weather while on a ladder, do not speed up to finish the job and risk injury. Wait to finish the job until conditions are once again safe.

Remember, don't let gravity get you down. Practice ladder safety rules every time you climb to make your work easier, faster, and safer.

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