



Facilities and Engineering/Environmental Health and Safety Newsletter

Safety Office: (843) 953-4816, 953-6945/Radio: Channel 1 #98

Date: February 19, 2018

Safety Counter

68

Days Since Last Recordable

(Sprain Left Wrist – PSAF 12/12/17)

(Recordable injury is defined on page #2
of this newsletter)

Safety Stats - 2018

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

Days Since Last OSHA Recordable

274	Zone Maintenance
89	HVAC
116	Grounds
>1,095	Paint Shop
>1,095	Electrical Shop
>1,095	Motor Pool
>1,095	Carpenter Shop
316	Machine/Plumbing Shop
68	All Other Campus Departments



Injury prevention should begin with hazard recognition, assessment and control. The following is a handy 10-step assessment process:

- 1). What are the risks associated with my **SURROUNDINGS**? (Struck by or struck against)
- 2). What are the risks associated with where I am **STANDING**? (Falls, trips, slips and falls).
- 3). What are the risks associated with the **TOOL** I am using? (Condition, fit for the use).
- 4). What are the risks associated with the **WEIGHT** I am dealing with?
- 5). What are the risks to **OTHER PEOPLE** in the area? (Courage to Intervene).
- 6). What are the risks associated with the **POSITION** my body is in? (Back strain, awkward lifting).
- 7). What are the risks associated with the tool or object I am dealing with when it **BREAKS FREE**?
- 8). Can I minimize risk by asking for **HELP**?
- 9). What **PPE** is required to minimize risk?
- 10). What **LOCK-OUT** needs do I have to eliminate risk?

NOTE: If you recognize what you feel is an "at-risk" situation, make sure to isolate the area and report to a supervisor immediately. If a supervisor is not available, do not hesitate contacting the Environmental Health and Safety Department. Do not leave the hazard setting a trap for others.

Link to Safety Alerts <http://www.citadel.edu/root/safety-alerts>

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

When OSHA comes on site, there are certain violations they are looking for – the following are the 10 hazards an inspector is focused on – keep in mind this list is not all inclusive:

1). **Sources of Motion** – includes rotation motion, circular motion, reciprocating motion and back and forth motion – key is adequate machine guarding.

2). **Sources of Temperature** – high temperatures that can burn individuals – key is to determine the root cause of the high temperatures.

3). **Sharp Objects** – blades, sharp edges can cause serious lacerations injuries. Blades and sharp objects need to be adequately guarded.

4). **Rolling Objects** – be aware of where feet, hands and body are situation in relation to rolling objects to avoid crushing contusion type injuries.

5). **Combustible Dust** – housekeeping issue to keep areas clean of dust that can be combustible.

6). **Falling Objects** – head should be on a swivel looking all around in all directions and especially above and below.

7). **Slippery Surfaces** – walking working surfaces are on the OSHA inspector's radar as well – slips, trips, and falls.

8). **Chemical Exposure** – it is important to understand how to read chemical labels and have the knowledge to access Safety Data Sheets.

9). **Electrical Hazards** – electrical hazards are a common cause of workplace injury and even fatalities. See something – report it.

10). **Schematic/Layout of workplace** – this involves ergonomics and motion/movement.

Source: www.convergencetraining.com

What constitutes an OSHA recordable injury?

In order for an injury or illness to be recordable, it must be work-related. An injury is considered work-related if an event or exposure in the workplace caused or contributed or significantly aggravated a pre-existing condition.

Generally, a recordable injury or illness under OSHA is defined as one that requires medical treatment beyond first aid, as well as one that causes death, days away from work, restricted workdays, transfer to another job or loss of consciousness.

OSHA's Fine and Penalty Structure

- Type of Violation
 - Serious
 - Other than Serious
 - Posting Requirements
 - Potential penalty and fine for these types of violations \$12,934 per violation
- Failure to Abate
 - Potential penalty and fine for Failure to abate \$12,934 per day beyond abatement date
- Willful or Repeated Violation
 - Potential penalty or fine for Willful or Repeated Violations \$129,336 per violation
 -

De Minimus Violation – a violation that comes without monetary penalty. Violation poses no actual risk to individuals.

Serious Violation – these types of violations pose a significant chance of injury or death.

Willful – this is an extremely serious violation. This classification is when someone intentionally violates an OSHA regulation or had direct knowledge that an OSHA regulation is being violated and does nothing to correct. Individuals at the highest level of an organization can be sentenced up to 6 months jail time.

Repeat – this is a violation of an OSHA regulation that has already been cited. In some cases if a company has multiple locations, one violation found in one location can be carried over to another location and deemed repeat.

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SAFETY PICTURE OF THE DAY



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Christmas Tree Safety



As you deck the halls this holiday season, be fire smart. A small fire that spreads to a Christmas tree can grow large very quickly.



PICKING THE TREE

- Choose a tree with fresh, green needles that do not fall off when touched.



PLACING THE TREE

- Before placing the tree in the stand, cut 2" from the base of the trunk.
- Make sure the tree is at least three feet away from any heat source, like fireplaces, radiators, candles, heat vents or lights.
- Make sure the tree is not blocking an exit.
- Add water to the tree stand. Be sure to add water daily.



LIGHTING THE TREE

- Use lights that are listed by a qualified testing laboratory. Some lights are only for indoor or outdoor use.
- Replace any string of lights with worn or broken cords or loose bulb connections. Read manufacturer's instructions for number of light strands to connect.
- Never use lit candles to decorate the tree.
- Always turn off Christmas tree lights before leaving home or going to bed.



After Christmas

Get rid of the tree after Christmas or when it is dry. Dried-out trees are a fire danger and should not be left in the home or garage, or placed outside against the home.

Check with your local community to find a recycling program.

Bring outdoor electrical lights inside after the holidays to prevent hazards and make them last longer.

FACTS

- ! **One quarter** of home Christmas tree fires are caused by electrical problems.
- ! Although Christmas tree fires are not common, when they do occur, they are more likely to be serious.
- ! A heat source too close to the tree causes roughly **one in every four** of the fires.

Name of Organization Here

Contact Information Here



Your Source for SAFETY Information

NFPA Public Education Division • 1 Batterymarch Park, Quincy, MA 02169

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