



**Facilities and
Engineering/Environmental Health
and Safety Newsletter**

Safety Office: (843) 953-4816, 953-6945/Radio: Channel 1 #98 or #99

Date: March 22, 2019

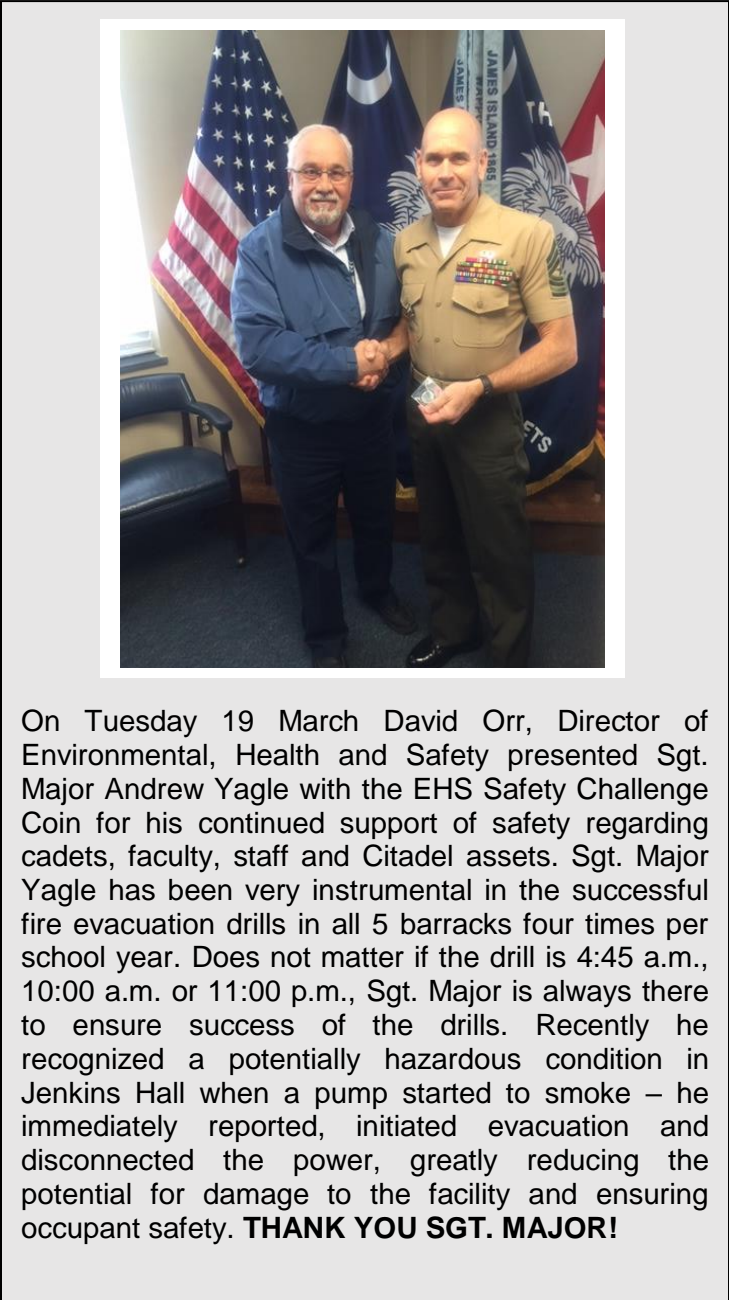
Safety Counter
74
Days Since Last Recordable

(Contusion Shoulder – Grounds 1/07/19)

(Last injury, slip and trip in Bond Hall)

Safety Stats

1	YTD Campus Recordable Injuries
15.4	RIR Rate (Target: 0.00)
3	YTD First Aids & Report Only
1.9	NCAIS Educational Institution Avg.
Days Since Last OSHA Recordable	
712	Zone Maintenance
152	HVAC
74	Grounds
>1,095	Paint Shop
>1,095	Electrical Shop
>1,095	Motor Pool
>1,095	Carpenter Shop
386	Machine/Plumbing Shop
506	All Other Campus Departments



On Tuesday 19 March David Orr, Director of Environmental, Health and Safety presented Sgt. Major Andrew Yagle with the EHS Safety Challenge Coin for his continued support of safety regarding cadets, faculty, staff and Citadel assets. Sgt. Major Yagle has been very instrumental in the successful fire evacuation drills in all 5 barracks four times per school year. Does not matter if the drill is 4:45 a.m., 10:00 a.m. or 11:00 p.m., Sgt. Major is always there to ensure success of the drills. Recently he recognized a potentially hazardous condition in Jenkins Hall when a pump started to smoke – he immediately reported, initiated evacuation and disconnected the power, greatly reducing the potential for damage to the facility and ensuring occupant safety. **THANK YOU SGT. MAJOR!**



What is Lockout/Tagout and Why Is It Important?

Lockout-Tagout or lock and tag is a safety procedure used in industry, academics, and research settings to ensure that dangerous equipment is properly shut off and not able to be started up again prior to the completion of maintenance or repair work. Basically, this process is a control of the hazardous energy program. Hazardous energy sources include electrical, mechanical, hydraulic, pneumatic, chemical, thermal or other sources in machines and equipment – the unexpected startup or release of stored energy can result in serious injury or death to individuals. A lot of times employees feel the only source of energy is electrical, but that is not the case and each of the sources of energy need to be identified and controlled.

The following are the eight proper steps to a successful lockout:

- Detailed procedures for equipment
- Notify affected employees
- Shut down equipment systematically and properly
- Disconnect all primary energy sources
- Address all secondary energy sources
- Verify the lockout
- Keep lockout in force during shift changes
- Bring equipment systematically and properly back on line (energize slowly)
- Bonus step – keep procedures up-to-date

Based on the OSHA Standard 29CFR1910.147, this procedure applies to anyone working on an energized piece of equipment. That would include our employees at The Citadel and all contractors or subcontractors working on campus. Anyone, including staff or faculty, should question a project if they have any questions or doubts about the individuals performing the work or you can contact the EHS Department at 953-4816 or 953-6945.

When you see something, say something
Stay Safe

March is Eye Safety Month

More than 2,000 eye injuries occur on the job site every day and about one in 10 of them require missed workdays to recover. Of the total amount of work-related eye injuries, 10 to 20 percent will cause temporary or permanent vision loss in the affected employees.

While many people think that eye injuries primarily occur in manufacturing, construction or trade jobs, nearly 40 percent of work-related eye injuries occur in offices, healthcare facilities, laboratories and similar environments.

Flying objects, tools, particles, chemicals and harmful radiation, are the causes of most eye injuries. In many cases, implementing safe work practices and utilizing appropriate personal protective equipment could prevent them entirely.

March is Workplace Eye Safety Awareness Month and that is why we are taking this opportunity to remind you of a few tips to help protect your eyes while on the job.

- Always wear the appropriate safety eyewear for your job site or role, even if you are just passing through a hazardous area.
- If working in an area with particles or dust, be sure to wear safety glasses with side shields to protect against flying objects.
- When working with chemicals always wear safety goggles or face shields to protect against splashing.
- When working around hazardous radiation like welding, lasers or fiber optics, be sure to use special-purpose safety goggles and helmets designed specifically for the task.

So remember - something as simple as putting on a pair of safety glasses can prevent serious eye injuries. These injuries are painful, cause many lost workdays and sometimes lead to permanent vision loss. So during the month of March, and year round, remember to wear your safety glasses!

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

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

SAFETY PICTURE OF THE DAY



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

1. 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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Happy Easter

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

BAKING
FLOWERS
HATS
MUSIC
RABBITS

EGGS
FOOD
JOY
PEEPS
SPRING

FESTIVALS
FRIENDSHIP
MEMORIES
PRAYER