



# 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

Sept. 19, 2022

Safety Counter

26

Days Since Last Recordable

Bastin Business OSHA 08.24.2022  
(Laceration - sutures)

First Aids – Laceration – Zone Maint.  
9/12/2022

### Safety Stats

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

### Days Since Last OSHA Recordable

2,124	Zone Maintenance
565	HVAC
516	Grounds
1,798	Machine/Plumbing Shop
993	Electrical Shop
>1,200	Motor Pool
26	All Other Campus Departments



### THE CITADEL FIRST RESPONDERS CLUB

Tuesday evening 6 September 2022 was the inaugural meeting of The Citadel First Responders Club. The Citadel First Responders Club will provide educational and professional networking opportunities for students interested in Emergency Medical Services, Law Enforcement, Fire Rescue, Emergency Dispatch, Tactical Casualty Care, and other types of emergency response needs within the campus community.

The Citadel First Responders Club will help its members understand the components of the Emergency Management System. And with the support of the Public Safety Department, Environmental, Health and Safety along with the Department of Health and Human Performance, club members will be able to provide life safety EMS services on campus including Basic Life Support, CPR and AED skills.

**FOR MORE INFORMATION GO TO:**

<https://go.citadel.edu/publicsafety/first-responders-club>

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](http://www.citadel.edu/root/images/environmental_health-safety/campus-aed-map.pdf)

### **Upcoming Events Provided Through EHS**

The following events offered through the EHS department. Continue to monitor the EHS Newsletter and correspondence from the department.

- **First Aid, CPR, AED training** –  
*UPDATE: We now have four 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 5/18/2022 – 105 individuals are 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. Stay tuned for spring classes to be scheduled soon. (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)

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

### **Hurricane Season 2022 June 1<sup>st</sup>. to November 30<sup>th</sup>.**

Another above-average hurricane season is in the forecast for 2022. A prediction issued Thursday May 5, 2022, by scientists at Colorado State University, says there will be at least 19 named storms and nine hurricanes - four of which will be Category 3 or higher. An average season normally has 14 named storms, around seven hurricanes and three major hurricanes. Residents living along the U.S. coastline and in the Caribbean should be prepared for "an above-average probability for major hurricanes making landfall" near their homes, researchers said. Hurricane season begins officially in June and lasts through November.

1. Prepare an evacuation plan.
2. Have a go-kit ready.
3. Use a checklist to make sure you don't forget anything during moments of stress.
4. Seek help to obtain resources.
5. Take the threat of severe weather/hurricanes seriously.

**NOW IS A GOOD TIME TO REVIEW AND  
UPDATE YOUR RESPECTIVE  
DEPARTMENTAL HURRICANE RESPONSE  
PLANS.**

#### **2022 Hurricane Names**

<del>Alex</del>	Ian	Richard
<del>Bonnie</del>	Julia	Shary
<del>Colin</del>	Karl	Tobias
<del>Danielle</del>	Lisa	Virginie
<del>Earl</del>	Martin	Walter
<del>Fiona</del>	Nicole	
Gaston	Owen	
Hermine	Paula	

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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

September 2022

**Did you know that most college housing fires happen in September and October?**

## TIPS TO REDUCE THE RISK OF FIRE ON AND OFF OF CAMPUS

September is Campus Fire Safety Month, and the National Fire Protection Association (NFPA) and The Center for Campus Fire Safety are working together to promote their national Campus Fire Safety for Students campaign. The campaign, which raises awareness about the dangers of fires among college-aged students who live in on- and off-campus college housing, serves as an important reminder for students, parents, fire safety professionals, and safety educators to review best safety practices and take action to reduce risk. September and October are the peak months for fires in dormitories.

To help reduce risk, NFPA and The Center offer the following tips for faculty, staff, and students:

- Cook in designated areas only, and never leave cooking equipment unattended when in use.
- Test smoke alarms monthly; in an apartment or house; make sure smoke alarms are installed in each sleeping room, outside every sleeping area, and on each level of the apartment unit or house. Do NOT remove or disable smoke alarms.
- Keep combustibles away from heat sources and refrain from overloading electrical outlets, extension cords, and power strips. Electrical products like portable heaters and lighting (including halogen lamps) are the source of many fires.
- Learn the building's evacuation plan and practice all drills; know two ways out of the building.

<https://fmlink.com/articles/september-campus-fire-safety-month-fire-prevention-tips/>

## ESCAPE PLANNING:

When creating, planning, and practicing your home escape plan, each person in the household should have input about the best ways to escape. Home fire drills are important and prepare those in the household for an emergency.

- Have 2 ways out of every room, as well as 2 ways out of the house.
- Practice your plan 2 times a year (the best time is when you change your smoke alarm batteries).



Call 911 in case of a fire.

## A Message from the Fire Marshal:

As we leave the summer months and begin to prepare for the colder weather, we need to think about preparing our home's heating system.

Heating equipment, including portable heaters, fireplaces, furnaces, and wood stoves, are some of the leading causes of fires in the home. If we follow a few safety tips and precautions we can prevent most of these fires from happening:

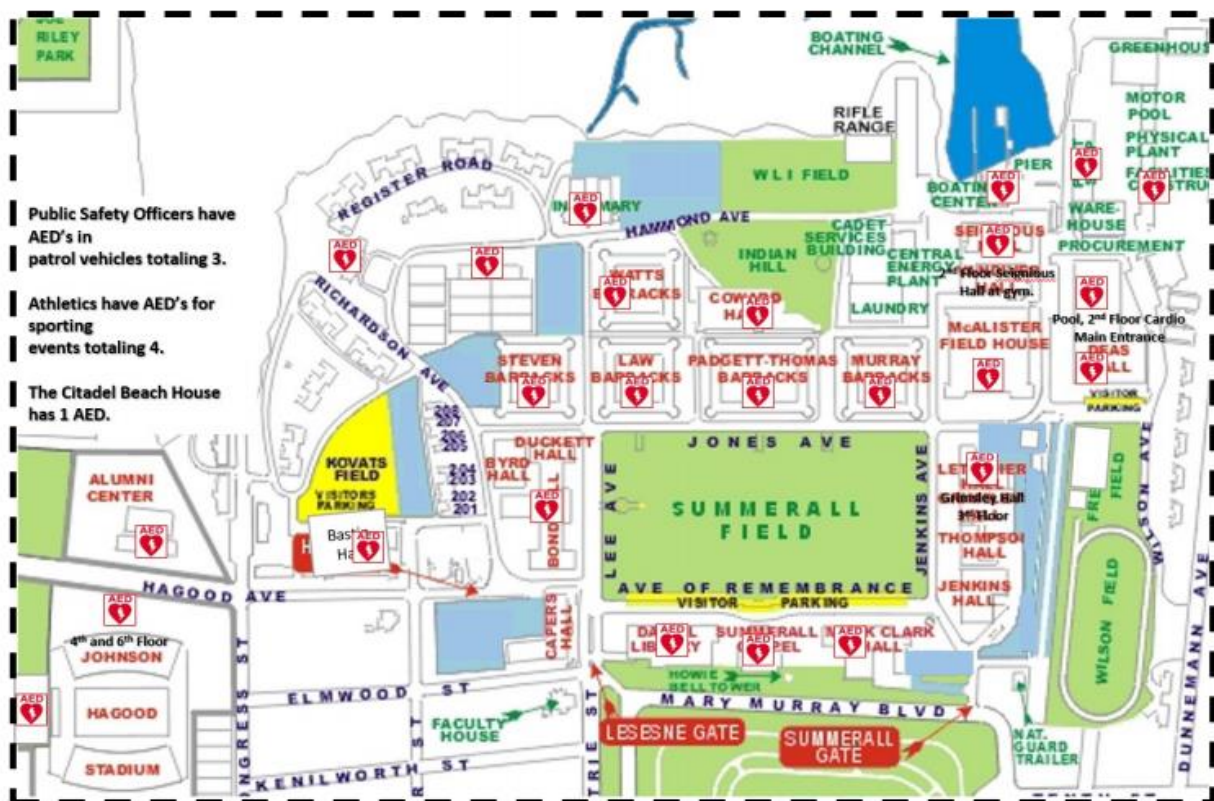
- Keep a 3-foot clearance of any items around a heating source.
- Never use your oven to heat your home.
- Turn off portable heaters when going to bed.
- Have your chimney cleaned once a year.
- Install and maintain a Carbon Dioxide alarm when heating with fuels.

Think Safety.


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











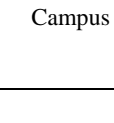
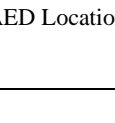

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**Heartsaver® Adult CPR AED**

 American Heart Association  
Learn and Live

		Tap and shout
		Yell for help. Send someone to phone 911 and get an AED
		Look for no breathing or only gasping
		Push hard and fast. Give 30 compressions
		Open the airway and give 2 breaths
		Repeat sets of 30 compressions and 2 breaths
		When the AED arrives, turn it ON and follow the prompts



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## 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](mailto:horr@citadel.edu) or Jesse Soares, Campus Fire Marshal at [isoares1@citadel.edu](mailto:isoares1@citadel.edu)

**Have a Safety and Healthy Day**

## FOR YOUR INFORMATION

With the cost of most consumables rising, energy costs are not immune from the rising cost. Dominion Energy of South Carolina has published peak hours that if consumers can avoid, they will save on energy costs. Those hours are as follows:

January	6 am to noon, 5 pm – 9 pm
February	6 am to noon, 5 pm – 9 pm
March	6 am to noon, 5 pm – 9 pm
April	6 am to noon, 5 pm – 9 pm
May	1 pm to 9 pm
June	1 pm to 9 pm
July	1 pm to 9 pm
August	1 pm to 9 pm
September	1 pm to 9 pm
October	1 pm to 9 pm
November	6 am to noon, 5 pm – 9 pm
December	6 am to noon, 5 pm – 9 pm

Peak hours are Monday – Friday excluding holiday – all other times are off peak.

On Peak October – May is 28.7% more expensive than Off Peak

On Peak June – September is 96.1% more expensive than Off Peak

**Source: Dominion Energy of South Carolina**

## **New Edition to the Newsletter – Corny Joke of the Month:**

How do you fix a broken squash.....?

# PUMPKIN PATCH!



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# Lockout and Tagout Policy

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

authorized  
 circuit  
 energized  
 inoperable  
 pneumatic  
 tags

breaker  
 device  
 hasps  
 key  
 policy

chemical  
 electrical  
 hydraulic  
 padlocks  
 power



# THERE HAVE BEEN SOME CONCERNS RELATED TO LOCKOUT/TAGOUT SO WE ARE RUNNING THIS ARTICLE AGAIN THIS MONTH!

## THE IMPORTANCE OF LOCKOUT/TAGOUT (OSHA 29CFR1910.147)

### Lockout Tag out Hazards:

- Lockout/Tag out saves lives and can help save YOUR life.
- Every year, many workers are killed when the equipment they are working on is accidentally started up or energized. Workers lucky enough to survive have reported they never expected a coworker or other person to energize the circuit, open a valve, or attempt to operate the equipment.
- All sources of “energy” must be isolated or “removed” before any workers is allowed to repair, maintain, adjust, or setup a piece of equipment or process that has potentially dangerous sources of energy – this can include stored energy.
- Energy can include electrical, air pressure, hydraulic pressure, steam, gravity, or mechanical energy found in springs.
- Even when the equipment is shutoff, some machinery and equipment has “stored” energy such as the pressure that remains in a hydraulic line or cylinder or the electrical energy that remains in a capacitor even when the source of power has been shutoff.

### Protect Yourself:

- Learn and understand the sources of energy in the environment.
- Remove or “isolate” the equipment or system from ALL sources of energy and operation.
- Carefully remove or “bleed” stored energy from the equipment or system being serviced.
- Place a lock and tag on each control used to isolate energy from the equipment or process. Always use lockout/tag out.... even if what you must do will only take a minute. It only takes a second or two to get injured or worse!
- Attempt to start or operate the equipment or system AFTER you have shut off and removed stored energy from the equipment or process.
- Always remove the lock and tag from all sources of energy when you have finished. Not removing locks and tags when complete may cause others to lose respect for the lockout/tag out program.  
**NEVER REMOVE ANYONE ELSE’S LOCK AND NEVER WORK UNDER SOMEONE ELSE’S LOCKOUT.  
ONE LOCK, ONE TAG AND ONE PERSON.**

Source: The Horton Group, Safety Boss Tip 13



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