



**"Your Connection for Workplace Safety"**  
Phone: 920-208-7520

# Weekly Safety Tip

*We're about service, commitment, results, and accountability!*

*Our Weekly Safety Tip provides valuable and current safety information relevant for Work, Home & Play.*

*And, you will be kept current on the latest Safety Compliance issues.*



**SCI SAFETY NEWS OR TIP**



**SCI OSHA NEWS OR COMPLIANCE**



**SCI HEALTHYLIVING and WELLNESS NEWS**

**We want to hear from you! Send us your feedback and give us ideas for future safety topics.**

**Let us know how you feel about our new look!**

**Safety Slogan**

**Safety's OK if you got all day.**

**James Lehrke-SCI**

**Of the week**

## SCI Safety Tip: It's National Severe Weather Preparedness Week. Are You Ready for an Emergency?

Source: <http://www.blr.com>

By **Emily Clark**, Safety Editor

Date: March 5, 2014

March 2-8, 2014, is National Severe Weather Preparedness Week, and OSHA has teamed up with the National Oceanic and Atmospheric Administration (NOAA) to address the hazards that severe weather poses for workers and employees. Is your company prepared for a weather emergency? Keep reading to find out.

- To minimize the danger to workers, OSHA and NOAA encourage employers to take the following steps:
- Stay aware of weather forecasts.
- Train workers on workplace severe weather plans.
- Keep emergency supplies, including a battery-operated weather radio, on hand.
- Ensure that workers involved in response and recovery are protected from potential safety and health hazards.

According to NOAA, in 2013, there were seven weather and climate disaster events, resulting in 109 deaths and causing losses exceeding \$1 billion per event across the United States. In May 2013 alone, 267 tornadoes occurred across 25 states, including the EF5 tornado that struck Moore, Oklahoma, and caused an estimated \$2 billion in property damage.

**6 essential emergency preparedness tip**

**Free limited-time download:**

**[Be prepared for weather emergencies](#) safety checklist**

**[Be prepared for weather emergencies](#) safety checklist**

**1. Develop an emergency plan** and communicate it to your employees. It should include escape procedures and escape route assignments, special procedures for employees who perform or shut down critical plant operations, systems to communicate with and account for all employees after evacuation, rescue and medical duties for employees who perform them, and means for reporting emergencies. Note that many OSHA standards require employers to develop written [emergency action plans](#) (EAPs). If your business is affected by one of these requirements, [this article](#) gives you eight tips to help you get started.

**2. Designate an emergency response coordinator** and a backup coordinator who will be responsible for determining what emergencies

may occur and seeking that emergency procedures are developed to address each situation, directing all emergency activities, ensuring that outside emergency services are notified when necessary, and directing the shutdown of company operations when necessary.

**3. Form an emergency response team** with members who will be trained to use fire extinguishers, administer first aid, follow OSHA's bloodborne pathogens standard, shut down company operations, control chemical spills, perform search and emergency rescue procedures, and respond to emergencies involving hazardous materials, depending on the specifics of your company's operations.

**4. Keep a copy of important records and files at an off-site, secure location** in case original copies are damaged or destroyed. Online cloud storage services may be a good option for some businesses, as these services should not be affected by local weather conditions in your area.

**5. Have a disaster supply kit** with food, water, and other essentials at your company's facilities for situations where employees must shelter in place either because travel is unsafe or because they are responsible for maintaining critical operations during an emergency closure. The Federal Emergency Management Administration (FEMA) has a list of what to include in a disaster supply kit at <http://ow.ly/ueLF5>.

**6. Train employees** on the details of your emergency plan, including evacuation procedures, alarm systems, shutdown procedures, reporting procedures for personnel, and types of potential emergencies. Also make sure to train employees on any hazards specific to your facility, such as toxic chemicals, fire hazards, and any equipment that may become hazardous in the event of a power failure or other emergency.

Additional information on Severe Weather Preparedness Week is available from OSHA at <http://ow.ly/ueIEP> and NOAA at <http://ow.ly/ueIyp>.

For more information on emergency preparedness, see BLR's [Disaster Planning and Response](#) resource center.

## SCI OSHA Compliance: 12 Tips for Avoiding OSHA Housekeeping Citations (Part 1)

Source: <http://www.blr.com>

Date: March 6, 2014

Good housekeeping can be a revealing indicator of a company's commitment to worker protection. Find out why clear walkways and properly stored materials matter to OSHA, and why they should matter to you.

OSHA inspectors and safety consultants agree that you can get a good idea about safety and health practices at a business by walking in the main entrance. There's a strong correlation between a clean, orderly workplace and a safe, successful organization. Good housekeeping matters because it:

- Reduces accidents and fire hazards;
- Helps maintain safe, healthy work conditions;
- Saves time, money, materials, space, and effort;
- Improves productivity and quality;
- Boosts morale; *and*
- Reflects an image of a well-run, successful organization.

## SCI Safety Management: How Clean Is the Air Your Employees Breathe? (Part 2)

Source: <http://www.blr.com>

Date: February 21, 2014

### Health Effects

OSHA says that ignoring indoor air quality problems can be costly to workers and employers. Health effects from indoor air pollutants can be felt soon after exposure or years later. These include eye, nose, and throat irritation; headache; dizziness; rashes; muscle pain; and fatigue.

Asthma and hypersensitivity pneumonitis are also associated with poor indoor air quality. Personal factors that influence how an employee will react to an exposure include age, frequency and duration of the exposure, and preexisting health conditions, especially asthma and allergies.

Indoor air pollutants typically fall into three categories—biological, chemical, and particle pollutants.

- **Biological pollutants** include bacteria, viruses, fungi, dust mites, animal dander, and pollen. Dampness in buildings has been linked with significant health effects. Varieties of bacteria and fungi, especially mold, can contribute to asthma, cough, wheezing, shortness of breath, congestion, sneezing, and sinusitis.
- **Chemical pollutants** include gases and vapors from products used in the building. Other sources of chemical contaminants are construction activities and gases such as carbon monoxide.
- **Particle pollutants** include solid or liquid substances like dust or dirt that can be drawn into the building from the outside. Particles can also be produced by activities such as construction, sanding, printing, copying, and operating equipment.

**HEALTHY BITES**  
Quick Tips for Healthy Living

PREVEA  
Health & Wellness

### Calcium

You have more calcium in your body than any other mineral. Calcium has many important jobs. The body stores more than 99 percent of its calcium in the bones and teeth to help make and keep them strong. The rest is throughout the body in blood, muscle and the fluid between cells. Your body needs calcium to help muscles and blood vessels contract and expand, to secrete hormones and enzymes and to send messages through the nervous system.

It is important to get plenty of calcium in the foods you eat. Foods rich in calcium include dairy products such as milk, cheese and yogurt, and leafy, green vegetables. The exact amount of calcium you need depends on your age and other factors. Growing children and teenagers need more calcium than young adults. Older women need plenty of calcium to prevent [osteoporosis](#). People who do not eat enough high-calcium foods should take a calcium supplement

NIH: National Institutes of Health Office of Dietary Supplements



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*In Loving  
Memory of Jessica Lehrke*