



**"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**

**One safe act can lead to another.**  
**James Lehrke-SCI**

**of the week**

## SCI Safety Tip: September is National Preparedness Month. Are your employees prepared for the worst?

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

Date: August 29, 2014

According to the Federal Emergency Management Agency (FEMA), 40 percent of businesses never reopen following a major disaster. September is National Preparedness Month, so schedule an all-hands safety meeting to review the essentials of [emergency preparedness](#). Keep reading for more information.

This year's theme is *Be Disaster Aware, Take Action to Prepare*. At [www.ready.gov/business](http://www.ready.gov/business), the Department of Homeland Security (DHS) offers preparedness information for all types of emergencies. And be sure to visit BLR's dedicated [Disaster Planning and Response](#) resource center.

As you review your program, make sure it reflects the types of emergencies your facility is most likely to experience. You may find you need to plan separate training sessions for different emergency situations, especially if you work with hazardous materials.

### Train your employees to identify and respond to an emergency

Your [emergency training](#) should cover the following essential information:

**Likely risks.** In addition to discussing site-specific hazards, address the types of natural disasters common in your area. Talk about businesses or buildings that may be terrorist targets—examples are military bases, transportation hubs, large utilities, or government buildings.

**Workplace procedures.** Review your site's emergency plan and make sure employees understand their role. Discuss the location of first-aid and emergency supplies, fire alarm pulls, and extinguishers; essential shutdown procedures; when to leave and when to shelter in place; and exit routes.

**Communication.** Make sure employees know whom to contact in case of an emergency and where to report if they must leave the building.

**Drills.** Your training should include drills. Paper training or tabletop exercises are valuable, but employees are more likely to retain the lessons when they can see and experience them in action. Drills take valuable time away from production, but they can help save lives and property in an emergency.

### Emergency planning compliance tips

OSHA has definite rules about when and how often you need to conduct employee [training](#). Among those:

- New employees must receive appropriate emergency response training when they begin work.
- All employees must receive yearly refresher training.
- Employees must be retrained whenever the emergency plan is changed.
- Workers must be retrained whenever new equipment, materials, or processes are introduced, as these could create new hazards.
- Employees must be retrained when work procedures are updated or revised.
- Workers must receive refresher training when emergency drills indicate that performance is not as good as it should be.

## SCI OSHA Quickcards: Hazard Communication Safety Data Sheets

Source: [www.osha.com](http://www.osha.com)

The Hazard Communication Standard (HCS) requires chemical manufacturers, distributors, or importers to provide Safety Data Sheets (SDSs) (formerly known as Material Safety Data Sheets or MSDSs) to communicate the hazards of hazardous chemical products. As of June 1, 2015, the HCS will require new SDSs to be in a uniform format, and include the section numbers, the headings, and associated information under the headings below:

**Section 1, Identification** includes product identifier; manufacturer or distributor name, address, phone number; emergency phone number; recommended use; restrictions on use.

**Section 2, Hazard(s) identification** includes all hazards regarding the chemical; required label elements.

**Section 3, Composition/information on ingredients** includes information on chemical ingredients; trade secret claims.

**Section 4, First-aid measures** includes important symptoms/ effects, acute, delayed; required treatment.

**Section 5, Fire-fighting measures** lists suitable extinguishing techniques, equipment; chemical hazards from fire.

**Section 6, Accidental release measures** lists emergency procedures; protective equipment; proper methods of containment and cleanup.

**Section 7, Handling and storage** lists precautions for safe handling and storage, including incompatibilities.

**Section 8, Exposure controls/personal protection** lists OSHA's Permissible Exposure Limits (PELs); Threshold Limit Values (TLVs); appropriate engineering controls; personal protective equipment (PPE).

**Section 9, Physical and chemical properties** lists the chemical's characteristics.

**Section 10, Stability and reactivity** lists chemical stability and possibility of hazardous reactions.

**Section 11, Toxicological information** includes routes of exposure; related symptoms, acute and chronic effects; numerical measures of toxicity.

The Lehrke Family Scholarship Fund Is Up & Running It's 2015 Fundraiser In Memory of the Lehrke Family Children - Jessica, Nick & Kristin – Our Theme – “Help Us Help Others “



*See Details Below for chance to win a Las Vegas Trip!*

Section 12, Ecological information\*

Section 13, Disposal considerations\*

Section 14, Transport information\*

Section 15, Regulatory information\*

**Section 16, Other information**, includes the date of preparation or last revision.

\*Note: Since other Agencies regulate this information, OSHA will not be enforcing Sections 12 through 15(29 CFR 1910.1200(g)(2)).

**Employers must ensure that SDSs are readily accessible to employees.** See Appendix D of 1910.1200 for a detailed description of SDS contents.

## HEALTHY BITES Quick Tips for Healthy Living

PREVEA

### Neck Injuries and Disorders

Any part of your neck - muscles, bones, joints, tendons, ligaments, or nerves - can cause neck problems. Neck pain is very common. Pain may also come from your shoulder, jaw, head, or upper arms.

Muscle strain or tension often causes neck pain. The problem is usually overuse, such as from sitting at a computer for too long. Sometimes you can strain your neck muscles from sleeping in an awkward position or overdoing it during exercise. Falls or accidents, including car accidents, are another common cause of neck pain. Whiplash, a soft tissue injury to the neck, is also called neck sprain or strain.

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<https://www.facebook.com/pages/Lehrke-Family-Scholarship-Fund/331038090405267>



**What do you think?**  
Send us an email at:  
[jlconnections@aol.com](mailto:jlconnections@aol.com)  
See our bold new look @  
<http://www.safetyconnections.com/>

*In Loving  
Memory of Jessica Lehrke*

### Lehrke Family Scholarship Fund

All proceeds go to the High School Scholarship

## Las Vegas Trip & \$500 Cash

WIN A TRIP TO Fabulous LAS VEGAS NEVADA

Purchase a ticket for your chance to win  
**ROUND TRIP AIRLINE TICKETS and a HOTEL STAY IN LAS VEGAS valued up to \$1000. Plus \$500 cash!**  
Drawing Held 12/13/14

**Tickets \$1 Each**

**This prize has the following guidelines:**

- Prize is for 2 airline tickets & 3-night hotel stay for 2 people valued up to \$1000 and \$500 cash.
- Maximum travel prize value is \$1000. Prize covers 2 airline tickets (round-trip flights from Appleton or Milwaukee to Las Vegas, NV), 3-night hotel stay for 2 people, service of a travel agent at Fox World Travel and any additional charges (transfers, show tickets, etc.) up to \$1000. Costs beyond \$1000 are the responsibility of the winner.
- Winner may choose travel dates, hotel accommodations and flights, but will be responsible for any charges above the \$1000 total value of the vacation.
- All taxes, fees, and expenses over \$1000 (including, but not limited to, food, beverages, and checked-baggage fees) are the responsibility of the winner.
- Package is redeemable in 2015. Travel must be completed by 12/31/15.
- Unused travel award will be forfeited. This award has no cash value and is non-refundable and non-changeable once booked.
- Travel arrangements must be made through Fox World Travel in Sheboygan.
- Cash prize of \$500 must be redeemed from Jim Lehrke on behalf of the Lehrke Family Scholarship Fund.
- Other restrictions may apply.

Travel arrangements by:  
**FOX WORLD TRAVEL**

To redeem the travel prize, please choose your travel dates well in advance and contact:  
**Fox World Travel - 575 S. Taylor Drive, Sheboygan**  
920-459-6100 or [vacations@gofox.com](mailto:vacations@gofox.com)  
at least 60 days prior to your anticipated travel date.

To redeem the cash prize, please contact:  
**Jim Lehrke - 920-912-7233**  
**Thank you for your support!**