

William A. Hazel, Inc.



HEAT STRESS AT WORK

**Safety Committee
Work Place
Safety Program**

**HOW TO AVOID HEAT-
RELATED ILLNESSES**

**July 2017
Issue 5**

William A. Hazel, Inc.
4305 Hazel Park Ct.
Chantilly, VA 20151



William A. Hazel, Inc., encourages you to report work incidents to improve workplace safety.

It is the company's goal to be accident-free, but it is simply unattainable because accidents are a risk of nearly every job and we encourage you to report them. Safety is a team effort and the company's top priority. By reporting every accident, no matter how small or insignificant, YOU can help make the workplace safer.

Reporting Injuries and Other Safety Hazards.

A William A. Hazel, Inc. step-by-step Accident Reporting Guide

1. **Promptly report ALL injuries** – If you or your co-worker is injured at work, it's important to report it to a supervisor as soon as possible – **EVEN IF THE INJURY IS MINOR.**

All accident reports should be made to your immediate crew foreman. The foreman will report it to Safety. If the foreman is not working that day, reports should be made directly to the Safety Department.

Safety Dept. directory – 703-378-8300

Rene Leonard – ext 107 or direct 703-898-8530

Luis Sanchez – ext 103 or direct 571-241-7766

Scott Schuetz – ext 104 or direct 703-898-8547

Jay Goff – ext 102 or direct 703-862-0798.

2. Safety will complete the Employer's Accident Report – Depending on the nature of your accident, the Safety Officer may conduct an investigation *before* or *after* you receive medical treatment. When you report your work injury promptly Safety may determine if only first aid is needed or if you will need medical attention to prevent a minor injury from becoming infected or otherwise getting worse. By any means, you are entitled to decline medical treatment after reporting your accident, if you feel like you don't need to see a doctor.

WHAT HAPPENS IF MY FOREMAN IS NOT HERE AND SAFETY OFFICERS ARE NOT AVAILABLE TO TAKE MY REPORT?

If you get injured during the week and you are not able to report it to a Safety Officer, you may contact Natali Damas in the HR Dept. for help. Her number is 703-657-6323 or ext 323.

If you get injured during the weekend and there is no one to take your report but you need medical treatment, we still need you to report this ASAP to Safety. For medical treatment, we encourage you to go to the medical facilities in The Hartford's panel list. If you need a list just for knowledge, contact Natali and she will be able to provide a list for you to carry in your vehicle. In case of a severe accident, go to the nearest Hospital or call 911.

Continue on to next page for more information.

Este Folleto en Español:

Clima Caliente

Estoy en peligro? OSHA dice que cada año, miles de trabajadores se enferman por el cansancio de la calor o insolación. Usted esta en peligro si trabaja en condiciones calientes y humedas, hace trabajo pesado, y no toma suficiente agua. Este peligro es mayor para aquellos que no estan acostumbrados a trabajar en la calor. Pero usted se puede proteger usted mismo vistiendose para trabajar en condiciones calientes, tomando suficiente agua y tomando descansos en la sombra.

Por si a caso no nos escucho las primeras 100 veces. "Levante con sus piernas" - Toolbox Talks.

Cuantos de ustedes estan sufriendo de algun dolor de espalda o dolor de musculos? De acuerdo con el Instituto de Medicina, más de mitad de Americanos viven con dolor. Uno de las fuentes mas comunes de este tipo de lesiones e incomodidad es levantar.

Reconocimiento a Natali y gracias por trabajar en el folleto de la Comité de Seguridad. La compañía comenzo el folleto tarde en el año 2015 y a tenido una respuesta positiva de nuestros empleados. Su creatividad en desarrollar el folleto ha sido y continuara siendo beneficiario para todos nosotros. Gracias Natali!

Protección contra las garrapatas. El departamento de Seguridad esta ofreciendo repelentes de insectos. Si necesita tal spray, por favor recoja con uno de los muchachos de Seguridad.

Este Folleto en Español:

William A. Hazel, Inc. les pide que reporten cualquier incidente que pase en el trabajo para mejorar la seguridad del trabajo. Es la meta de la compañía ser un lugar sin accidentes prevenibles aunque entendemos que cada trabajo viene con riesgos. La seguridad es un esfuerzo en equipo y la máxima prioridad de la compañía. Reportando cada incidente no importa que tan pequeño o insignificante, USTED puede ayudar a hacer el ambiente de trabajo más seguro.

Reportando accidentes y otros tipos de peligros. Una guía de paso a paso para reportar un accidente.

Reportar TODOS los accidentes lo más pronto posible. Si usted o un compañero de trabajo sufren un accidente en el trabajo, es importante que lo reporte a su supervisor. Todos los accidentes deben de ser reportados a su supervisor del grupo inmediato, su supervisor lo reportará al departamento de Seguridad. Revise los números de teléfono del Departamento de Safety para reportar cualquier accidente por si acaso su supervisor no está presente.

El Departamento de Seguridad completará el Reporte de Accidentes del Empleador.

Presentese con Natali en el Departamento de Recursos Humanos - Traigale cualquier nota que usted haya recibido en su visita al doctor.

Contacte a la compañía del seguro The Hartford.

Una de las maneras que se pueden prevenir los accidentes es de estar atento constantemente. Tome la responsabilidad de su propia seguridad.

If someone is injured at work and you need to call 911, it's important to know what information to give to the emergency dispatcher. This information should include: the location of the accident and how to get there, how many people are hurt, what type of first aid is being given, what other hazards exist, your name and the phone number you're calling from, and whether someone will meet emergency personnel when they arrive.

3. Report to Natali in HR – Bring with you any doctor's notes and bills given at the medical facility you attended. Natali, with the help of the Safety Dept., needs to determine if you are able to return to work full duty or if you need to do Light Duty. We understand the sometimes you won't be able to travel, Natali will need you to provide your attending doctor with her fax number so that they can send her this information. This will also help you when it comes to wages for your time off, if you need to take time off. Fax number for Accident Status Report is 703-378-1505.
4. Contact the Hartford – The Hartford will contact you to take a recorded statement. If they are not able to speak with you, please call them back. Natali will have your Case Handler information in case you lose that information. If you fail to call them back, this may slow down the process for any future visits to specialist or further treatment.

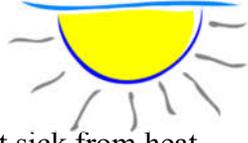
One of the ways we can all prevent injuries is by being on the constant lookout for hazards. If you see a potential hazard, we urge you to report it to a supervisor right away. If you can eliminate a potential hazard and keep someone from getting hurt, please do so right away.

Take responsibility for your own safety. Think about the importance of safety, both on and off the job. Don't take shortcuts, engage in horseplay, or practice other unsafe work habits that could result in you or co-worker getting hurt. Encourage your co-worker to be safe. Think about prevention.

Report it
for everyone's sake



HOT WEATHER



Am I in danger?

OSHA says that each year, thousands of workers get sick from heat exhaustion or heat stroke.

You are at risk if you:

- Work in hot and humid conditions;
- Do heavy physical labor; and
- Don't drink enough water.

This risk is greater for workers who are not used to the heat.

But you can protect yourself

and feel better as you work, by dressing for hot conditions and taking frequent breaks for water and shade.

What to look for...

Signs of **Heat Exhaustion**:

- Weakness and wet skin
- Headache, dizziness or fainting
- Nausea or vomiting



Signs of **Heat Stroke**:

- Confusion or fainting
- May stop sweating – dry, hot skin
- Convulsions or seizures



Get help if you or a co-worker has these signs.

Heat stroke is a medical emergency. It can be deadly. If a co-worker shows signs of heat stroke, **call 911.**

If you think you are in danger, contact your supervisor.

Protect Against Tick Bites on Construction Sites

As a construction worker, you have a lot on your plate outside of your day to day duties. From preventing heat stroke in the summer to staying safe from accidents in a work zone, there always seems to be hazards that you need to avoid.

This year, avoiding a tick bite is yet another thing construction workers need to be aware of.

Preventing Bites

Although tick habitat should be avoided or cleared where possible, there are some job duties where this is not possible. According to OSHA, the probability of tick bites can be decreased by using personal protection. Several measures have been recommended for personal protection, and been used, including:

- Wearing light colored clothing so that ticks can be more easily seen and removed;
- Wearing long sleeve shirts and tucking pant legs into socks or boots;
- Wearing high boots or closed shoes that cover the entire foot;
- Wearing a hat;
- Spraying insect repellents on exposed skin, excluding the face, in accordance with EPA guidelines.

We want to help you prevent insect and tick bites. Stop by the Safety Department to pick up an insect repellent.



In this fast pace Construction world, people will seldom take the time to recognize one of their fellow workers.

Natali, this is my thanks, along with other managers within the company, to recognize you as an outstanding performer. Your performance on the Safety Committee is second to none.



The Safety Newsletter, which started in late 2015, has been a very positive experience for our employees, with much needed information, that is shared not only with our employees, but with other companies as well.

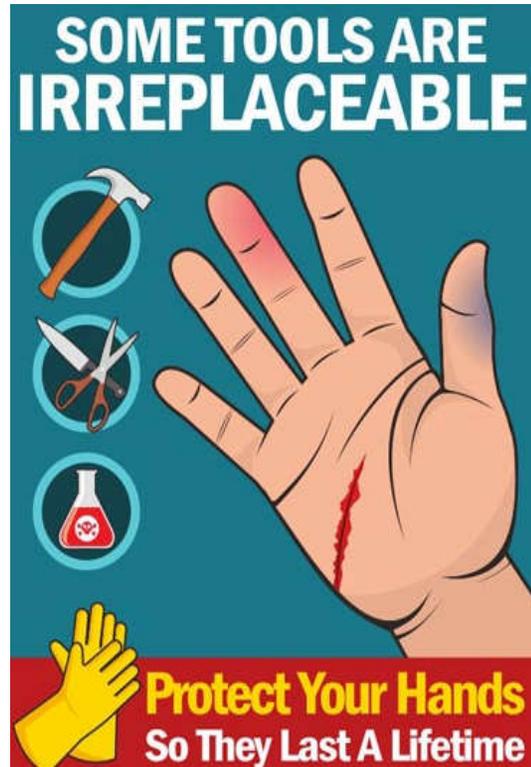
Your creativity with developing the newsletter and getting it out to our employees has been and is, beneficial to us all.

Thank you, Natali!

Get a grip on hand safety.

Hands are one of the twos—two hands, two feet, two arms, two legs, two eyes, and two ears. Any one of these (or both) can be injured on the job. But hands are particularly vulnerable, and not always easy to protect. Because the hands and fingers play a role in virtually every task, they are unusually vulnerable to injury. And they are also often taken for granted and not protected as well as they should be.

Hands and fingers can be injured in many different ways. For example, they can be: Cut, Punctured, Scraped, Burned, Irritated by dermatitis, Fractured, Crushed, or Mangled, Amputated, etc.



Protect yourself...

Dress for hot conditions

- Light-colored (white, etc.)
- Loose-fitting
- Lightweight

Wearing heavy protective clothing or Personal Protective Equipment may increase your risk. You may need more frequent breaks for rest and water.



Drink Water

- Drink water every 15 minutes when working in hot conditions.
- **DO NOT** wait until you are thirsty to drink water.
- **DO NOT** drink alcohol and **AVOID** caffeine.



Take Breaks

- Take frequent rest breaks in shaded, cooled or air-conditioned areas.
- If you see a co-worker with symptoms of **Heat Exhaustion**, speak up.
- If you see a co-worker with symptoms of **Heat Stroke**, seek medical attention immediately!



In case you didn't hear us the first 100 times, "Lift with your legs!" –

Toolbox Talks

How many of you are currently experiencing some sort of back pain or muscle ache?

According to the Institute of Medicine, more than half of Americans live with pain.

One of the most common sources of injury and discomfort is lifting.

These are tips to you for smarter lifting.

1. Size up the load. Make sure it's balanced and stable. Test the weight by moving it with your foot. If you cannot move it, you probably need help.
2. Plan the lift. Make sure the path is clear. Look for possible traffic, trip hazards, or doorways. When lifting to another level, use the elevator not the stairs.
3. Support the load. Use wide, balanced stance with one foot in front of the other. Make sure your footing is solid, with feet staggered, approximately shoulder-width apart for stability.
4. Lift with the knees, not with the back. As you lift, bend the knees, keeping heels off the floor and getting as close to the load as possible.
5. Get a grip. Grip the object with the palms, and make sure you can maintain the hold without having to adjust the grip.
6. Keep the load close to the body to prevent arching the lower back. Tighten the stomach muscles, and keep the head and shoulder up.
7. Pivot, don't twist. Moving the feet in the direction of the lift will eliminate the need to twist at the waist.

Safetydecisionsmagazine.com



Poison sumac



Poison ivy



Poison oak



Tips to help workers avoid venomous snakes, poisonous plants, and insects that sting.

Outdoor workers can be exposed to various species, such as snakes with venomous bites, insects that sting and toxic plants, which can result in a visit to the emergency room after only a moment of physical contact. The specific types of hazards vary depending on the nature of the outdoor work being performed, season, and duration of the job. However, safety officials and plant and animal experts advise people who work outdoors to take appropriate precautions when on the job.

Venomous Snakes

Rattlesnakes, copperheads, coral snakes and cottonmouths are venomous snake species found throughout the United States. Venomous snakes can live near rocky areas, forests, swamps, and woody areas.

Avoid handling snakes if you come across one. Alert co-workers that a snake is in the area and warn them to stay away. Be cautious.

Poisonous Plants

Poison ivy, poison oak, poison sumac, stinging nettle and poison hemlock are among the plants that can cause skin irritation lasting a week or more. Irritation can be caused by brushing against a plant or from secondary contaminated clothing. Wear protective clothing. Do not burn poisonous plants. If exposed, immediately rinse skin with rubbing alcohol, specific plant washes or degreasing soap.

Stinging Insects

Bees, wasps and other stinging insects are found throughout the United States. These insects will sting if they are disturbed as they go about their activities, especially while foraging for food. Exposure to a stinging insect can cause a severe allergic reaction. Workers who are stung can experience a dangerous drop in blood pressure, and fluid can build up in the lungs, causing shock.