2019

Safety ToolBox Talks Bundle:

3 tools to help you improve safety in the workplace

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2019 SAFETY SUMMIT

An **EHS** Daily Advisor Event

ACCIDENTS

LEARN FROM NEAR MISSES

Safety ToolBox Talks BLR

This talk discusses the importance of reporting and correcting near misses.

Material to have on hand:

- Near-miss report form (if available)

Items for attendees to consider during talk:

- Have you sidestepped trash or other obstacles on the floor?
- Do you practice proper housekeeping in your work area?
- Can you think of any close calls—or actual ones that should have been avoided—that have happened here?

TALK

When you notice a red light glowing on the dashboard of your car, you recognize it as a warning to let you know that your engine is overheating or that there's another problem.

A near accident or near miss is a warning, too. For example, when you're driving down the highway at a good clip and another car pulls out in front of you, it's necessary to hit the brakes or make a quick lane change to avoid an accident. Chances are that you'll be pretty hot under the collar at the other driver's action, but if you're smart, you won't let anger overpower your safe driving habits. You'll also make a mental note to be more alert and watch for cars approaching the highway from side roads. This could save your life next time.

A near miss in the workplace is a warning or a sign that something is wrong. Perhaps a machine isn't operating correctly, or materials aren't stacked properly, or someone has acted in an unsafe way. Close calls or near accidents on the job should also be safety precautions.

Let's consider some typical accidents that could have been avoided if the close-call warning had been noted:

- A shop worker tripped over a two-by-four and fractured an ankle.
- A secretary slipped on some trash and grabbed a metal file cabinet in an attempt to break the fall, pulling the cabinet on top of her.
- A machine operator was injured when a motorized hand truck struck the machine that he was operating.

[*Use real examples from your workplace.*]

It's fairly certain that the proper handling of earlier near misses could have prevented the real thing from happening in these cases. The two-by-four and trash on the floor had probably caused other employees to step aside to avoid tripping or may even have caused stumbles that didn't result in injury.

Continued on page 2

Talk Date: _____

Location: _____

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Supervisor/ Presenter: _____

Attendees: _____

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Comments: _____

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Chances are there were several, yet in all of these cases and doubtless in many others, no one heeded the warnings. Nothing was done to correct the situations, and accidents resulted.

An actual accident isn't hard to remember. You may still have the pains or scars to remind you. Someone burned as a child doesn't need a slap on the wrist to encourage caution after that burn. But as we've noted, a near miss is often forgotten, with no benefits resulting from the experience.

How can we turn a close call or near miss into a contribution to safety?

- First, recognize it as a warning.
- Next, correct the situation or remove the hazard that caused the near accident. If it can be handled routinely, do so, but in any case, report it to your supervisor. This lets him or her plan how to keep the same situation or hazard from arising at some other time or place.

Constant safety awareness on everyone's part is the most important factor in accident prevention. It's what makes us recognize a close call as a warning. So what do you do when a stack of boxes tips over, the handle on a tool snaps, or a ladder slips and, fortunately, no one is hurt?

Obviously, every close call is a call for action. Sometimes it's something you can fix right away yourself; other times, it requires specialized attention. In either case, the close call should never be ignored and should always be reported. That way, the next "real" accident may not happen after all.

WORKING SAFELY OUTDOORS

PREVENTING HEAT STRESS

Safety ToolBox Talks BLR

This talk discusses the hazards of heat stress and provides tips for outdoor workers to stay safe when working in hot conditions.

Material to have on hand: Local weather forecast and/or current heat index

Points to consider:

- What are the symptoms of heat stress?
- What can you do to prevent heat stress?
- What first-aid measures should you take if you or a coworker shows signs of heat stress?

TALK

Working outdoors in hot weather can be uncomfortable. But did you know it can also be hazardous? If you don't take the right precautions when working in hot conditions, you can develop heat-related illnesses. These can range from mild annoyances, such as heat rash, to life-threatening heatstroke.

Heat Index	Risk Level
Less than 91°F	Lower
91°F to 103°F	Moderate
103°F to 115°F	High
Greater than 115°F	Very high to extreme

Heat illness occurs when your body can't adequately cool itself through sweating. This is most likely to happen during high-temperature, high-humidity weather, especially when you perform hard physical work under these conditions. You can be at risk of the following heat-related illnesses:

- **Heat rash.** Heat rash consists of a red, bumpy rash that can be itchy. It is usually not dangerous, but it can be uncomfortable, and it is a sign that hot conditions are affecting your body.
- **Heat syncope (fainting).** Sometimes heat can cause you to faint. This is called heat syncope and usually occurs when a person is not used to working in a hot environment. It is usually not dangerous, and you can prevent it by moving around a little rather than standing still for long periods of time in the heat.
- **Heat cramps** are painful muscle cramps caused by a loss of salt when sweating. Drinking electrolyte fluids to replace your body's salt can relieve heat cramps, but severe cramps may require a visit to a medical professional.
- **Heat exhaustion** is more serious. It results from the loss of fluid or salt, or both, through sweating. You might feel weak, dizzy, and nauseous; your skin might become clammy; and your body temperature may be above normal. To treat heat exhaustion, rest in a cool place, drink sports drinks, and remove any heavy clothing. If this doesn't help, and you or a coworker start vomiting or lose consciousness, call for emergency assistance immediately.

Continued on page 2

Talk Date: _____

Location: _____

_____

Supervisor/ Presenter: _____

Attendees: _____

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Comments: _____

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WORKING SAFELY OUTDOORS

- **Heatstroke** is the most dangerous type of heat illness. It occurs when the body's natural cooling processes stop working and the ill person stops sweating. Symptoms include very hot and dry skin, confusion, convulsions, seizures, and loss of consciousness. Heatstroke can cause death, so call an ambulance immediately if you or a coworker shows symptoms. While you're waiting for the ambulance, try to keep the victim cool and provide fluids if he or she is conscious.

All of these heat-related illnesses can be prevented by taking some very simple steps when working in hot conditions:

- Drink plenty of water throughout the day. In hot conditions, you should aim for about 1 cup every 15 to 20 minutes.
- Wear a hat and light-colored clothing.
- Drink sports drinks to help replace the salt you lose when you sweat.
- Avoid caffeine and alcohol, which can both cause dehydration.
- Take frequent breaks in a cool, shady place.
- If the temperature spikes suddenly or you are new to working in hot conditions, take more frequent breaks and gradually build up your workload while your body adapts.
- If you notice yourself experiencing symptoms of heat illness, tell your supervisor, and take a break in a cool, shaded area.

SAFETY CULTURE

DEVELOP A GOOD SAFETY ATTITUDE

Safety ToolBox Talks BLR

This talk reminds workers of the importance of approaching safety with a positive attitude in order to prevent accidents.

Items for attendees to consider during talk:

- What are some signs of a poor safety attitude?
- Why is it important to have a positive safety attitude?

TALK

You know your job. You have the ability to do it well. But do you have the attitude required to do the job both well and safely?

If you have a poor attitude about safety, it will show up in everything you say and everything you do. Sometimes, workers develop the attitude that safety rules were made to be broken—especially when no one is looking.

Even those who are hardworking and conscientious about every other aspect of their jobs can have a poor safety attitude. They may take shortcuts not because they are lazy but because they want to get the work done more quickly. Remember, though, that ignoring safety in order to get a job done more quickly is likely to cause accidents and injuries that slow down production more than working safely in the first place.

Other workers may think that not following the rules won't cause a problem if they think a risk is small. They take chances, and this leads to accidents. These individuals don't take safety seriously—until it is too late.

Most people don't intend to work with a bad safety attitude or even realize they have one. They think their last couple of accidents were just that—accidents that couldn't have been prevented.

Here's how you can develop a good attitude concerning safety:

- Keep your mind focused on the job at hand. Put aside any personal problems that have been bothering you so that you can watch for hazards and accomplish what you have set out to do.
- Tell yourself that you will not let nearby noises or conversations interrupt your concentration or prevent you from doing the job safely.
- Don't give in to pressure from your coworkers to be unsafe. You don't have to join in with horseplay, take shortcuts, or participate in cover-ups. Instead, take the lead in behaving in an adult and responsible manner. If coworkers are behaving in an unsafe manner, tell a supervisor.
- Report all accidents and near misses, even if they seem unimportant at the time. [*Instruct workers on your specific accident and near-miss reporting procedures.*]
- Try to understand why an accident occurred to avoid making the same mistake twice.

Continued on page 2

Talk Date: _____

Location: _____

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Supervisor/ Presenter: _____

Attendees: _____

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Comments: _____

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SAFETY CULTURE

- Always follow safe work practices and wear any personal protective equipment (PPE) that you are required to wear.
- Practice good housekeeping. Keep your work area free of clutter, and clean up spills promptly.
- Be considerate of your coworkers. Don't do anything that would endanger them. In fact, go a step farther and remind coworkers about safety. Say something when they forget to put on PPE or when they ignore the rules.

By following these suggestions, you can develop a positive safety attitude, one that others will respect and look up to as an example. But even better than that, you'll be able to do productive work and stay safe at the same time.

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- Avoiding costly OSHA citations
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- Conducting efficient job hazard analysis
- Mastering hazard communication
- Training your workers effectively, even with little time and budget
- Keeping your employee engaged in safety initiatives so you can avoid accidents
- Identifying leading safety indicators for tracking and improving safety performance
- And much more

2019 Session Tracks

OSHA Compliance & Best Practices

&

Management, Engagement & Performance

Attendee Benefits

Enjoy a networking reception on day one of the conference to get to know your peers, and explore featured solution providers with our Exhibitor Showcase. Lunch and refreshments are included on both main conference days. Additionally, a facility tour will be offered concurrent with the afternoon preconference workshops, for an additional registration fee.

Preconference Workshops

Take advantage of additional learning and networking opportunities by attending our pre-conference workshops, designed to train you on how to implement specific functions that will improve your safety processes.

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BLR®