As in every season, have working smoke alarms installed on every level of your home, test them monthly and keep them clean and equipped with fresh batteries at all times. Know when and how to call for help. And remember to practice your home escape plan!

CHRISTMAS TREE SAFETY TIPS

Each year, fire departments respond to an average of 210 structure fires caused by Christmas trees. Carefully decorating Christmas trees can help make your holidays safer.

Picking the tree

- If you have an artificial tree, be sure it is labeled, certified, or identified by the manufacturer as fire retardant.
- Choose a real tree with fresh, green needles that do not fall off when touched.

Placing the tree

- Before placing the tree in the stand, cut 1” - 2” from the base of the trunk.
- Make sure the tree is at least three feet away from any heat source, like fireplaces, radiators, candles, heat vents or lights.
- Make sure the tree is not blocking an exit.
- Add water to the tree stand. Be sure to add water daily.

Lighting the tree

- Use lights that have the label of an independent testing laboratory. Some lights are only for indoor or outdoor use, but not both.
- Replace any string of lights with worn or broken cords or loose bulb connections. Connect no more than three strands of mini string sets and a maximum of 50 bulbs for screw-in bulbs. Read manufacturer’s instructions for number of LED strands to connect.
- Never use lit candles to decorate the tree.
- Always turn off Christmas tree lights before leaving home or going to bed.

After Christmas Get rid of a real tree when it begins dropping needles. Dried-out trees are a fire danger and should not be left in the home or garage, or placed outside against the home. Check with your local community to find a recycling program. Bring outdoor electrical lights inside after the holidays to prevent hazards and make them last longer.
12 Health and Safety Tips for the Holidays

Wash hands often to keep yourself from spreading germs and getting sick. Wash your hands with soap and clean running water for at least 20 seconds.

Bundle up to stay dry and warm. Wear appropriate outdoor clothing: layers of light, warm clothing; mittens; hats; scarves; and waterproof boots.

Manage stress. Don’t overcommit yourself and prevent holiday anxiety and pressure. Get enough sleep.

Don’t drink and drive or let others drink and drive. Whenever anyone drives drunk, they put everyone on the road in danger.

Be smoke-free. Avoid smoking and secondhand smoke. There is NO safe amount of tobacco or secondhand smoke. Breathing even a little secondhand smoke can be dangerous.

Fasten seat belts while driving or riding in a motor vehicle. Always buckle your child in the car using a child safety seat, booster seat, or seat belt according to his/her height, weight, and age. Use a seat belt on every trip, no matter how short the trip.

Get exams and screenings. Ask what exams you need and when to get them. Update your personal and family history.

Get your vaccinations, which help prevent diseases and save lives.

Monitor the children. Keep potentially dangerous toys, food, drinks, household items, and other objects out of kids' reach. Dress warmly for outdoor activities. Develop and reinforce rules about acceptable and safe behaviors including electronic media.

Practice fire safety. Most residential fires occur during the winter months, so be careful to never leave fireplaces, space heaters, stoves, or candles unattended. Have an emergency plan and practice it regularly.

Prepare food safely. Remember these simple steps: wash hands and surfaces often, avoid cross-contamination, cook foods to proper temperatures, and refrigerate promptly.

Eat healthy, and get moving. Eat fruits and vegetables. Limit your portion sizes and foods high in fat, salt and sugar. Be active for at least 2½ hours a week and help kids and teens be active for at least 1 hour a day.

MERRY FITNESS

Cooper Fitness Center will be OPEN and FREE for all faculty and staff during Winter Break! Exercise has a variety of benefits. Whether you want to do it for yourself, for yourself, or to get your health in check, it’s important that you start and stick to it. Lunch time and after work group exercise classes will be offered, and the gym includes cardio and strength training equipment as well as personal training and diet analysis. It’s a great time to start working out and it’s FREE! Memberships are available year-round and are VERY reasonable. For more information visit:

http://www.oswego.edu/student/residential/fitness_center.html
USE FEWER RESOURCES WHEN YOU SHOP, GIVE PRESENTS, AND WRAP GIFTS

- Take your own bags on shopping trips. Keep them in the car so they’re ready whenever you stop at a store.
- Shop online.
- Conserve energy when shopping. Use mass transit if possible. If you have to drive, combine several errands in one trip or carpool with family and friends.
- Give gifts that are durable, energy-efficient, recyclable, or made of natural products.
- Buy from local shops and craft shows or from companies that use fair-trade practices.
- Search antique and second-hand stores for unique gifts.
- Make your own gifts: knit, sew, bake, or create art from reused items.
- Make calendars using your own photographs or make a recipe book with your favorite recipes.
- Give a membership or an experience—tuition for a class or a visit to museum.
- Give of your time—coupons for providing a meal, planting a garden, cleaning, or using another talent or skill.
- Plant a tree in someone’s yard.
- Use creative materials for gift wrap such as: Scarves, fabric, handkerchiefs, old maps, sheet music, advertisements, reusable tins, baking pans or other home or garden items.

SUNY OSWEGO’S FUNDRAISING FOR THE 2013-2014 STATE EMPLOYEES FEDERATED APPEAL (SEFA)/UNITED WAY CAMPAIGN is underway. Please participate in Skate with the Lakers on December 9th. Please also consider making a donation to a not-for-profit charitable agency of your choice. One again, our campaign theme is It's Our Community, and It's Personal. There are over 2400 agencies listed in the SEFA brochure, include MANY local agencies. YOU can choose where YOUR donation goes! Every donation, including $1 or $2 per pay period, helps tremendously. For additional information about our SEFA campaign please go to http://www.oswego.edu/sefa.
Winter Slips, Trips, and Falls

Prevention
• Wear Proper Foot Gear
• Take smaller steps when walking
• Walk slowly and never run on icy ground
• Keep both hands free for balance rather than in your pockets
• Use handrails from start to finish
• Avoid carrying loads
• Keep your eyes on where you are going
• Test potentially slick areas by tapping your foot on them
• Step—don’t jump from vehicles or equipment
• Keep walkways clear of debris, water, ice and slippery materials

Safe Winter Walking
• Plan ahead; give yourself sufficient time and plan your route
• Wear shoes that provide traction on snow or ice: rubber and neoprene composite. Avoid plastic or leather soles
• Walk in designated walkways as much as possible
• If a walkway is completely covered with ice; try to travel along its grassy edge for traction

When given no choice but to walk on ice, consider the following:
• Take short steps or shuffle for stability
• Bend slightly, walk flat-footed with your center of gravity directly over the feet as much as possible
• Be prepared to fall
• If you fall, fall with sequential contacts at your thigh, hip and shoulder to avoid using your arms to protect against breakage
• Roll with the fall. Try to twist and roll backwards, rather than falling forward
• Relax as much as possible when you begin to fall
• Bend your back and head forward so you won’t slam your head on the pavement as your feet shoot out from under you.
• Toss the load you are carrying. Protect yourself instead of the objects being carried.

When entering buildings, remove snow and water from footwear to prevent wet slippery conditions indoors!
Ergonomic Assessments
FYI: Christine Body has been doing ergonomic assessments since 1996 and is available to do them here on campus. She can be reached at 312-2770 and would be happy to assist you with any questions or issues.

December Word Search
For a chance to win a great prize, complete the Word Search and send it via e-mail to lisa.drake@oswego.edu OR through Campus Mail: Lisa Drake, 110 Lee Hall. Make sure to put your name on it! The winner for November was Lisa Yerdon! Look for: Christmas Tree, Lights, Decorate, Candles, Needles, Holidays, Outdoor Clothing, Manage Stress, Secondhand Smoke, Seat Belts, Fire Safety, Eat Healthy, Get Moving, Fitness, Conserve Energy, Creative, Slips, Trips, Falls, Handrails, Walkway, Slippery, and Blood Drive.

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Marty Says: Want to give the PERFECT gift this holiday season??? Why not donate blood? There will be a Blood Drive right here at SUNY Oswego on Tuesday, Wednesday, and Thursday—December 3rd, 4th, and 5th from 11:30 AM to 5:30 PM at Hewitt Union Ballroom. Please help the Red Cross save lives!

QUIT SMOKING!!!
Faculty and staff members may contact the New York Smokers’ Quitline, 1-866-NYQUIT (1-866-697-8487) or visit www.nysmokefree.com. Oswego Health also sponsors a free online quit-smoking program with support from certified cessation counselors; call 349-5513 to register.

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