



# THE EHS CONNECTION

ENVIRONMENTAL HEALTH & SAFETY NEWSLETTER OCTOBER 2017

## FIRE PREVENTION WEEK 2017

### EVERY SECOND COUNTS: PLAN 2 WAYS OUT!

According to a survey conducted by the National Fire Protection Association (NFPA), nearly three-quarters of Americans have created an escape plan in case of a fire at home. However, less than half of those people have ever practiced their plans. NFPA recommends not only mapping out detailed escape routes, but practicing with the entire family at least twice a year, which is what inspired this year's Fire Prevention Week theme: "Every Second Counts: Plan 2 Ways Out!"

With every October comes Fire Prevention Week, implemented by President Woodrow Wilson in 1920 in remembrance of the Great Chicago Fire of 1871, which killed 250 people and destroyed more than 2,000 acres of property. This year's Fire Prevention Week falls on Sunday, October 8 through Saturday, October 14, and NFPA encourages Americans to observe by creating and practicing home escape routes.

The best way to get started is to sit down with the family for a discussion. NFPA offers some advice on how to get that conversation going and implement a plan:

- Put time into perspective. Ask your family members to visualize the home, and discuss in pairs or as a group all the ways to get out of the home—the catch is, they only have two minutes to do so. After the 120 seconds are up, tell them that that is roughly the same amount of time they would have to escape in the event of a fire, which is not enough time to come up with an escape plan on the spot. That's why it's so important to have a plan in place ahead of time.
- Draw a map of the home, including all windows and doors. On that map, draw two ways out of each room.
- Once the map is drawn, take the entire family around the home and make sure each way out is usable.
- ⇒ Remove any objects that could block windows and doors.
- ⇒ Make sure each member of the family can open each window and door.
- The evacuation plan doesn't end with escaping the building—be sure to choose a meeting place in front of your home. Make sure every person in the family knows which tree, light pole, or other permanent landmark to gather next to. This will make headcounts easier.
- Plan ahead how you will assist anyone who may need help escaping, like young children, elderly adults or disabled family members. Assign someone to help ahead of time so everybody knows what their responsibility is during an emergency.
- Practice the plan at least twice a year, and remember that every second counts—practice getting out of the building in under two minutes. NFPA says that about half of home fire deaths result from fires reported between the hours of 11:00pm and 7:00am, so be sure to practice the plan at least once during night hours.

As always, don't forget to **test your smoke alarms regularly** and replace the batteries when needed. A good rule of them is to replace your smoke alarm batteries while you are changing your clocks for Daylight Savings Time. An added bonus - this will help you avoid the annoying "chirp" of low smoke alarm batteries in the middle of the night!

Also, remember **smoke alarms have a shelf life**. If yours are 10 years old or older - replace the entire unit as soon as possible! **An evacuation plan is far more effective when the alarm system in your home is updated and fully functional.**

Check out [NFPA's website](#) for more information about this year's Fire Prevention Week.

# SUNY Oswego Facilities Services

## Toolbox Talk

### 5 Minute Training

#### Lockout/Tagout – Affected/Other Employees



#### Overview of topic

Many accidents occur when an employee is servicing equipment. Suddenly, the controls are bumped; the equipment starts; and the gears of the machine catch and pull the employee's arm into the equipment. The employee's arm was crushed. Another example is a worker who is scalded by hot water while cleaning the inside of a process tank—someone opened the hot water valve to the tank. Can these injuries be avoided? What is not being done to prevent these injuries?

When servicing or performing maintenance on equipment of machinery, the equipment must be prevented from unexpectedly starting or releasing stored energy. How is this done? The procedure for isolating the energy sources is called lockout/tagout. Lockout/tagout procedures cover the recognition of hazardous energy sources, location of hazardous energy sources, and isolation and control of energy sources.

Employees who service and perform maintenance on the equipment in this facility are required to lockout/tagout equipment that needs servicing or maintenance. They use these procedures to avoid the dangers of unexpected startup or release of stored energy.

As an employee working in an area where energy control procedures may be utilized, you must be aware of the lockout/tagout procedure, devices used in lockout/tagout, and the prohibition of restarting or reenergizing equipment that has been locked or tagged out.

#### How does the lockout/tagout program apply to you?

ONLY the person who applies a lock or tag can remove it and reenergize the equipment. All employees must be safely positioned or removed from the area before lockout/tagout devices are removed and the machine is reenergized.

Affected employees must be notified by the employer or authorized employee of the application and removal of lockout devices or tagout devices. Notification must be given before the controls are applied, and after they are removed from the machine or equipment.

*Continued on next page*

## **Locks**

Lockout devices must be durable and substantial.

Locks are standardized for ease of recognition. (Maintenance Shops each have their own color).

The lock must identify the person who applies it. This can be done with a tag.

The use of someone else's lockout device is prohibited.

## **Tags**

Tags must be durable and substantial.

Tags are standardized for easy of recognition including the print and format.

The attachment means for a tag must be:

Non-reusable.

Attachable by hand.

Self-locking, and non-releasable with an unlocking strength of 50 pounds.

The attachment means must be equivalent to a one-piece, all-environment-tolerant nylon cable tie.

The tag's legend includes statements such as Do Not Start, Do Not Open, Do Not Close, Do Not Energize, or Do Not Operate.

## **Employee training**

OSHA regulations contain specific training requirements for "other" employees. At 29 CFR 1910.147(c)(7)(i)(C), the rule says that all other employees whose work operations are or may be in an area where energy control procedures may be utilized must be instructed about the procedure, and about the prohibition relating to attempts to restart or reenergize machines or equipment which are locked or tagged out.

### **Types of Employees:**

**Authorized Employees** – A person who locks out or tags out machines or equipment in order to perform servicing or maintenance on that machine or equipment. (Utilities Shops, Garage)

**Affected Employees:** An employee whose job requires him/her to operate or use a machine or equipment on which servicing or maintenance is being performed under lockout or tagout, or whose job requires him/her to work in an area in which such servicing or maintenance is being performed. (Trade Shops and others who may enter a mechanical room).

**Other Employees: All other employees.**

In general when it comes to lock out tag out – If you see a lock/tag on a piece of equipment that piece of equipment is not safe to operate. The only person who can remove the lock/tag is the person who put it on.

# STAY SAFE WHILE RAKING LEAVES



*While raking and mowing leaves are both great ways to get outside and enjoy fresh air, they can cause aches, pains, and even serious injury. Raking is an aerobic activity that uses major muscle groups and is a good way to burn calories. If you don't exercise regularly or have a medical condition, ask for help or hire someone to do the raking. Before grabbing the rake, warm - up for about 10 minutes with some stretches and light exercise. Dress in layers to stay warm, layers can be removed as you warm - up, be mindful of hats or scarves that may obstruct your vision, and don't forget gloves to protect your hands from blisters. To keep from slipping on wet leaves, wear shoes or boots with slip - resistant soles.*

**USE A RAKE COMFORTABLE FOR YOUR HEIGHT AND STRENGTH** Use a rake that is comfortable for your height and strength. A rake handle that is too short may strain your back, if it is too heavy it will put added strain on your neck and shoulders, and one that is too long will decrease leverage. Ergonomic rakes are available, which are designed for comfort, easy to use, and prevent injury.

**RAKE USING PROPER TECHNIQUE** While raking, keep the rake handle close to your body to promote a straight back, turn with your whole body and use the legs to shift your weight. Alternating leg and arm positions frequently will reduce stress on muscles. Be watchful of holes in the ground, or other tripping hazards and of critters that may be nesting in the leaves. Pace yourself and take regular breaks, get a drink of water and do some light stretching.

**FOLLOW MOWING SAFETY WHEN MOWING LEAVES** When mowing leaves the safety tips are the same as when you mowed the yard this summer. Give the yard a once over to remove toys and other objects that may become projectiles. Wear protective gear such as safety glasses, ear plugs, gloves, boots and long pants to protect eyes, ears and limbs. Use a stick or broom handle to clear debris that gets caught under the mower, not your hands or feet. (This goes for the snow blower as well this winter). Never remove the safety devices; they are there for a reason, and never leave a lawn mower unattended. To keep your children safe, never let them ride on the lawn mower and keep them out of the area being mowed.

**MULCH YOUR GARDEN WITH YOUR LEAVES** Now that the leaves are raked or mowed, put the leaves to good use in your gardens. Use shredded or chopped leaves as mulch in the garden.



# SMOKE ALARMS

**Smoke alarms save lives. Smoke alarms that are properly installed and maintained play a vital role in reducing fire deaths and injuries. If there is a fire in your home, smoke spreads fast and you need smoke alarms to give you time to get out.**

**Here's what you need to know!**

- A closed door may slow the spread of smoke, heat and fire. Install smoke alarms in every sleeping room and outside each separate sleeping area. Install alarms on every level of the home.
- Smoke alarms should be interconnected. When one sounds, they all sound.
- Large homes may need extra smoke alarms.
- Test your smoke alarms at least once a month. Press the test button to be sure the alarm is working.
- There are two kinds of alarms. Ionization smoke alarms are quicker to warn about flaming fires. Photoelectric alarms are quicker to warn about smoldering fires. It is best to use of both types of alarms in the home.
- When a smoke alarm sounds, get outside and stay outside.
- Replace all smoke alarms in your home every 10 year

**ERGONOMIC ASSESSMENT:** 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.

**HAVE A SAFETY ISSUE OR CONCERN YOU'D LIKE TO REPORT? PLEASE CONTACT A MEMBER OF THE JOINT LABOR MANAGEMENT HEALTH AND SAFETY COMMITTEE:**

## **CSEA Members**

Fred Matteson-Plumbing  
Mark Sierson-Plumbing  
Brian Bateman-BTC  
Joe Scanlon-BTC  
Mike Flack-Custodial  
Donna Monette-Custodial  
Melana Perkins-Custodial  
Shirley McCarthy-Custodial  
Dan Hoefer-Electrical  
Jason Hrcirik-CHP  
Roy Ayotte-CHP  
Sharon Cromie-Secretary

## **Management Representatives**

Eric Foertch-EHS  
Mary DePentu-Maintenance and Operations  
Christine Body-EHS

# OCTOBER WORD SEARCH

For a chance to win a cool prize, complete the Word Search and send it via e-mail to [lisa.drake@oswego.edu](mailto:lisa.drake@oswego.edu) OR through Campus Mail: Lisa Drake, 110 Lee Hall. Make sure to put your name on it! The winner for September was Shana Vandish! Look for: Fire Prevention Week, Two Ways Out, NFPA, Escape Plan, Fire, Evacuation, Lock Out Tag Out, Maintenance, Isolation, Control, Energy Source, Locks, Tags, Authorized, Affected, Other, Raking, Leaves, Gloves, Boots, Ergonomic, Safety Glasses, Ear Plugs, Debris, Mulch, Smoke Alarm, Heat, Ionization, Photoelectric.

|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| F | P | H | O | T | O | E | L | E | C | T | R | I | C | O | R | P | L | C | V | R | E |
| K | I | J | K | E | W | R | J | I | O | P | S | E | D | N | E | A | T | S | W | Q | P |
| S | V | R | L | U | I | O | E | W | H | S | H | J | I | O | P | N | K | U | R | G | L |
| A | F | F | E | C | T | E | D | H | I | S | W | E | T | U | B | C | K | I | L | P | E |
| F | H | H | A | P | L | E | W | R | T | U | I | P | E | W | O | E | N | O | N | E | R |
| E | O | L | V | N | R | A | B | E | N | O | I | T | A | L | O | S | I | E | E | G | L |
| T | A | E | E | O | I | E | E | A | R | P | L | U | G | S | T | C | E | C | R | S | Y |
| Y | U | W | S | P | D | V | V | E | E | N | M | O | E | W | S | A | Q | N | G | M | O |
| G | T | O | O | A | E | A | E | E | L | K | H | S | H | O | B | P | Q | A | O | O | N |
| L | H | P | G | C | F | C | R | I | N | C | R | Y | H | G | A | E | T | N | N | K | I |
| A | O | B | E | A | H | U | R | A | L | T | H | A | S | K | O | P | R | E | O | E | N |
| S | R | G | W | Y | T | A | U | U | J | L | I | W | H | U | J | L | F | T | M | A | O |
| S | I | H | U | P | H | T | M | J | O | I | P | O | E | W | R | A | M | N | I | L | I |
| E | Z | T | G | A | U | I | U | R | P | S | O | W | N | O | I | N | T | I | C | A | T |
| S | E | U | L | L | E | O | T | O | B | L | Y | T | I | W | Q | A | S | A | L | R | A |
| K | D | I | E | R | O | N | R | B | K | E | T | G | R | P | E | H | J | M | E | M | Z |
| O | G | P | I | E | O | V | W | P | U | C | N | O | R | P | D | E | K | E | R | H | I |
| P | H | F | W | C | B | B | E | E | I | H | O | R | Y | E | Y | T | K | N | E | U | N |
| E | E | N | B | Y | N | U | P | S | D | E | I | L | W | N | N | H | O | E | W | N | O |
| W | W | A | O | U | M | P | O | W | I | W | R | Y | E | J | E | E | H | J | E | Q | I |



In preparing for the winter months ahead, people tend to use fall to winterize their cars. This often involves changing fluids such as antifreeze, which can be deadly for pets. Consider this: one to two teaspoons of the stuff can kill a 10-pound dog! Less can kill a 10-pound cat.

Part of the problem is ethylene glycol, a substance in antifreeze that has a sickly-sweet smell that entices pets to lap it up. That's why it's important to clean up spills immediately and make sure your pets steer clear of the garage while you're working on your vehicle.

## DUTCHISM FOR OCTOBER

### Nightfall

Shadows from the sunset depart,  
A calm settles upon the dark,  
Mother nature seems to rest,  
Sleep becomes a welcomed guest.