2011 Workplace Safety and Health

Keep Washington Safe and Working
Healthcare workers today still risk injury from needles and other contaminated sharp objects, like scalpels or broken glass, that can expose them to blood or other potentially infectious materials. These injuries are called “sharps” injuries and the Centers for Disease Control estimates that healthcare workers get about 600,000 such injuries each year. Workers exposed to blood through these injuries can get sick from more than 20 infectious agents, including the human immunodeficiency virus (HIV), hepatitis B virus (HBV), and hepatitis C virus (HCV). Employers must use “safer medical devices” wherever possible. These typically replace traditional sharp items, like syringes, with non-needle devices or have safety features, such as needle guards, to reduce the risk of injury.

**Bloodborne Pathogens**

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**Weekly Safety and Health Tips**

1. Assume all human blood and bodily fluids carry infectious disease and take precautions when faced with possible exposure.
2. Immediately after handling blood spills, remove gloves and wash hands with soap and water or antiseptic.
3. When providing first aid, have the injured person handle their injury, if possible, to protect yourself from exposure. If a wound needs pressure applied, have the injured person apply the pressure.
4. Properly use sharps containers for used syringes by keeping the containers handy and emptying them regularly so they never overfill.

As an employee health nurse for Providence St. Peter Hospital in Olympia, Benita Akins, has been drawing blood from patients for more than a decade.

“We’ve always worn gloves, but other safety features have changed,” Akins said. “These days, we no longer recap needles because needles come with protective safety devices. We always activate the safety device before disposing the needle to prevent anyone suffering from contaminated needle sticks.”
Confined space entry is dangerous. Every year, workers across the country enter and die. Many times, several workers die in a single incident. Frequently, would-be rescuers also die because they enter without required equipment and training. Many Washington workplaces have spaces meeting the definition of a confined space. Follow all the requirements for safe confined space entry.

A confined space is one that is large enough so an employee can fully enter and work, has limited or restricted entry or exit, and is not designed for human occupancy. Examples include tanks, silos, storage bins, hoppers, vaults, pits, and excavations. Permit-required confined spaces have at least one additional hazard that can kill or seriously injure a worker and entry must be strictly monitored.

Confined Space entry requires an effective program, entry procedures, a permit system and training for all members of the entry team. Only members of a designated rescue team may enter to rescue someone. The team must be available during the confined space entry and have all the required planning, training, staff, and equipment.

Weekly Safety and Health Tips
1. Learn to identify confined spaces and permit-required confined spaces in your workplace.
2. Do a hazard evaluation. Workers in a confined space can be overcome by lack of oxygen, contaminated air, buried, trapped by machinery or electrocuted.
3. Safety requires an effective program, entry procedures, a permit system and training for all members of the entry team.
4. Only members of a designated rescue team may enter to rescue someone. The team must be available during the confined space entry and have all the required planning, training, staff, and equipment.

As a wine cellar employee, Jesus Ramos works hand in hand with the cellar master at Gordon Brothers Vineyards in Pasco. An employee for two years, Ramos’ work sometimes requires him to climb into vats and tanks to sanitize them, but it’s something he only does when his supervisors know where he is, and the vats are opened and well-ventilated.
Process Safety Management

Process Safety Management (PSM) is the management of highly hazardous chemicals used in production, like anhydrous ammonia, chlorine or hydrogen sulfide. The PSM standard is one of the shortest of the state’s workplace safety and health standards, but complying with it requires volumes of paperwork and time. Its purpose is to prevent disasters, like explosions and fires, from happening in chemical and processing plants. Such events can be tragic, causing deaths or injuries, and they have a profound effect on workers and the community. Keeping the chemicals used in some processes contained and flowing only where they are supposed to go isn’t easy, but the failure of these systems can be catastrophic and life changing.

Weekly Safety and Health Tips

1. Identify all hazards associated with production processes and equipment, including places where the accidental release of highly hazardous chemicals could occur.
2. Be sure employees know what to do if there is a chemical release. Develop an emergency action plan for the safe evacuation of employees.
3. If a process or equipment is changed in any way, make sure the new process or equipment is reflected in process plans.
4. The team developing safety procedures must include employees as well as experts in engineering and the specific process being evaluated.
5. Investigate all incidents that result in, or could have reasonably resulted in, a catastrophic release of a highly hazardous chemical in the workplace.

As a plant operator for the Tenaska Ferndale Cogeneration Plant, Tanya Braumiller is often on the grounds reading gauges and adjusting valves.

“We’re the eyes and ears of the control room operator,” Braumiller said.

Helping to protect the plant workers and the community is the Process Safety Management standard, which governs the use of highly hazardous chemicals.

“It’s a proactive way to prevent catastrophes,” Braumiller said. “So, before there’s a problem, you take action.”
When a device, like a drive shaft, transfers power from an engine to another piece of equipment, it is called Power Take Off, or PTO, and involves rapidly moving machinery that poses a serious risk of injury and death to workers. In a moment, a shoelace, a pant cuff, or even a strand of hair can become entangled in a driveline. Safety guards and shields over these moving parts can protect workers. When these safeguards are damaged or bent, they should be replaced immediately. In the majority of PTO driveline accidents, important shielding was damaged or missing.

**Weekly Safety and Health Tips**

1. Always replace PTO guards when they are not properly covering the shaft and u-joints.
2. Always turn the tractor off, disengage the PTO and remove the key before leaving the tractor seat.
3. Always connect the PTO guard on the driveline to a stationary point on the tractor to prevent the guard from rotating with the shaft.
4. Never grip or touch a PTO guard while the shaft is turning.

*Foreman Ruben Mancillas has worked the flowers at Washington Bulb farms for 23 years, from planting to harvesting. His gear includes safety glasses, gloves, hearing protection and a seatbelt when he rides the tractor. And when the tractor is pulling machinery that requires a PTO drive, Mancillas checks the drive guard regularly.*

“You can get injured or killed if it isn’t in place,” he said.
Workers are often hurt using chemicals, sometimes requiring medical treatment. Young workers are particularly vulnerable and many chemicals found at jobs typically employing teen workers, such as restaurants, are harmful. To use them, protection such as gloves, aprons, eye protection and emergency eyewash stations are required. Before using any chemicals, workers must receive special instructions from employers on the safe handling of the chemical and the proper use of required personal protective equipment and the emergency eyewash station. Young workers should alert their supervisors before attempting to use any chemicals, and any worker splashed with a chemical should tell their supervisor in order to get the proper first aid or medical attention.

Weekly Safety and Health Tips
1. Follow all safety rules and instructions.
2. Use safety equipment and protective clothing when needed.
3. Review Material Safety Data Sheets for any chemicals used.
4. Keep work areas clean and neat.
As outdoor temperatures rise, so does the risk of heat related illness (HRI). The most serious heat related illness is heat stroke, which is often fatal so it is important to recognize its signs and symptoms before it is too late. Drinking water and staying well-hydrated is the best way to prevent heat related illness. The rule of thumb is to drink a cup of water every 15 minutes. Don’t wait until you are thirsty. Take breaks in the shade to help recover from the heat. Watch co-workers closely since they may not realize they are having heat-related illness symptoms.

Outdoor Heat Exposure

As outdoor temperatures rise, so does the risk of heat related illness (HRI). The most serious heat related illness is heat stroke, which is often fatal so it is important to recognize its signs and symptoms before it is too late. Drinking water and staying well-hydrated is the best way to prevent heat related illness.

**Weekly Safety and Health Tips**

1. Start work well hydrated and drink plenty of water throughout the day.
2. Take regular breaks, look for shade. Frequent mini breaks in hot weather will help your body stay cooler.
3. Remove personal protective equipment and excess clothing during breaks in safe areas.
4. Always try to alternate between heavy and lighter work. Do the heaviest work when it’s cool.
5. Keep an eye on each other for symptoms of heat-related illness, such as headaches, dizziness, or nausea.
Falls in construction continue to be the number one cause of serious workplace injuries and death nationwide. Workers need to understand and know the different types of fall protection systems and their applications. Select and use the appropriate fall protection system before working at elevation by evaluating the type of work that will be done, the surface the work will be done on, and the fall distances. If there are fall hazards of 10 feet or more, employers must develop a written Fall Protection Work Plan that is available on the job site, identifies the fall hazards, describes the fall protection to be provided, the type of overhead protection to be used for workers in the area below, and how injured workers will be safely removed.

### Fall Protection

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### Weekly Safety and Health Tips

1. Practice good housekeeping. Keep cords, welding leads and air hoses out of the walkways and work areas.
2. Look for fall hazards such as unprotected floor openings, edges, shafts, skylights, stairwells and roof openings.
3. Select, wear and use fall protection appropriate for the task.
4. Inspect fall protection equipment for defects before use.

**Absolute Solutions**

Absolute Solutions has a staff of 25 and often hires another 10 during the busy summer roofing months. Owner Gale Kirkendoll, on the roof of a Bonney Lake project, has safety consultants spot check worksites to make sure crews are following all safety rules, especially those on fall protection.

“I’m very big on safety around here,” Kirkendoll said. “I need to know that every person that works for me goes home every night.”

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**Owner Gale Kirkendoll**

Gale Kirkendoll, owner of Absolute Solutions, stands on the roof of a Bonney Lake project. She has safety consultants spot check worksites to make sure crews are following all safety rules, especially those on fall protection. She is committed to ensuring that every person who works for her goes home every night.
Machines used in meat cutting are specifically designed to efficiently cut, cube, tenderize and grind meat. Some of the machines are also very effective at cutting and pulverizing bone as well as other hard materials. This is why it is very important to follow the applicable machine safety standards by keeping the safety guards in place and your body parts away from the machine hazards. Other hazards include daily tasks that involve high-force or repetitive motions, heavy boxes, and slippery floors.

Weekly Safety and Health Tips
1. Inspect meat-cutting equipment regularly to ensure guards are in place and working.
2. Train staff on safe knife handling. When using knives, cut away from hands and body.
3. Maintain a clean work area free of potential hazards, such as wet or slippery floors.
4. Use protective gloves when cutting with knives.
5. When using a bandsaw to cut meat, don’t rush. Be aware of where your hands are at all times.
Highway work zones create risks for flaggers, road workers and motorists each year. Often times, certified flaggers, working to control traffic, are dangerously close to moving vehicles that are sometimes driven by drivers who are distracted, aggressive or impaired. A flagger should never turn their back to oncoming traffic, step in front of a moving vehicle, flag from the middle of an intersection, or perform work other than flagging. Certified flaggers help provide a safe environment for the road workers in the work zone and the traveling public.

Flagging Safety

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Flagging stations must be well lit at night so the flagger will be visible to motorists.

Motorists need to be aware of flaggers in construction zones.

Weekly Safety and Health Tips

1. Flaggers must wear high visibility clothing and be prepared for the weather.
2. Flaggers should remain aware of the work crew activity around them.

Maintenance technician Brett Sonntag has spent eight years with Pierce County Public Works and regularly pulls flagging duty. When he’s flagging, his priorities are keeping the road crew safe, the public safe, and allowing traffic to flow.

“It’s thought of as an easy job sometimes,” Sonntag said. “But all it takes is that one moment of not paying attention, and something really bad or tragic can happen.”
Ergonomics is the science of fitting the job to the worker. Workers should not have to contort their bodies in painful ways or work beyond what they’re able to do. Working in awkward postures repeatedly or for prolonged periods of time can leave people with musculoskeletal injuries, including inflamed or torn tendons and muscles. This can make work painful, even impossible, to continue. Some solutions can be simple. When the work is on the floor or too low, workers must kneel, squat or bend, but raising the work allows people to stand upright for whatever the task requires. Sawhorses and lifts can bring the work to just the right height for the job.

Awkward Postures

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Weekly Safety and Health Tips

1. If there’s something you use frequently, place it close to you between waist and chest height to reduce reaching and bending.
2. Break up repetitive work with non-repetitive tasks to give your muscles a rest.
3. Use power tools to make repetitive tasks easier and faster.
4. Store things close to where they’ll be used to reduce carrying and save time.
5. Look for unnecessary motions in a repetitive task and make changes to get rid of them.
Workplace Violence

Workplace violence leaves thousands injured every year in Washington and across the country. Between 1998 and 2009, workplace homicides claimed 76 lives in Washington State. Statewide and nationally, workplace violence is the leading cause of death for women killed on the job. Washington’s Late-Night Retail Crime Prevention Standard is meant to reduce the potential for violent crime in retail businesses open between 11 p.m. and 6 a.m., requiring, among other things, extra lighting and special training for employees. Hospitals and other high risk health care settings are covered by a law requiring special workplace violence prevention training for employees. However, all businesses can benefit from creating a workplace violence prevention plan.

1. Routinely assess security measures — make sure equipment such as security cameras, alarms, panic buttons and lighting is functioning properly.
2. Practice a buddy system where co-workers walk together to parking areas or to public transportation.
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4. Practice a buddy system where co-workers walk together to parking areas or to public transportation.
5. Have more than one exit for employees in case of an emergency. Review emergency action plans with employees.

Jonny Ghim, owner of the Village Mart in Olympia, said he and salesclerk Kekoa Ka’awa deal with the public every day.

“I make sure that all my employees are trained not just on customer service, but on handling difficult situations safely,” Ghim said.
Respirators

Respirators are the last line of defense between hazardous air and a worker’s lungs. By providing breathable air, respirators protect workers from contaminants surrounding them and keep them from getting sick. Respirators can include a filtering face-piece, or half-face and full-face cartridge respirators. Not all respirators will work in every situation. If the respirator is not properly selected, maintained or if it doesn’t fit a worker well, it will not offer the proper protection. For that reason, employers must have a written respirator program that includes selecting the right respirator for the job, training workers on the use of respirators, properly fitting workers with their respirators, and respirator maintenance.

Weekly Safety and Health Tips

1. Beards and respirators don’t mix. A respirator offers little protection if it doesn’t fit well and facial hair will allow leaks.
2. Filtering face-piece respirators should be replaced daily or more often if they become dirty or damaged.
3. No matter what kind of respirator is used, a worker who notices an odor, becomes ill or thinks their respirator is leaking should notify a supervisor immediately.
4. Where do you store your respirators? Respirators should be stored in a clean, dry place.
For employers
You must provide a safe and healthy workplace and comply with worker safety and health rules that apply to your business.

How L&I can help: Free consultations
DOSH consultants can help you prevent work injuries and illnesses and reduce costs. At your request, a consultant will visit your business and:
- Clarify safety and health rules for your type of business.
- Review or help develop your required safety and health programs.
- Suggest ways to save money on your workers’ compensation coverage.

Workplace safety and health services at everyone’s fingertips

A safe and healthy workplace begins with YOU

For workers
You must comply with the worker safety and health rules that apply to your actions on the job.

The law requires your employer to provide a safe and healthy workplace and protect your right to report workplace hazards. Your employer may not fire you or discipline you for raising safety concerns.

Learn more about your workplace rights at www.WorkplaceRights.Lni.wa.gov (click on Complaints/Discrimination) or call 1-800-423-7233.

Visit www.SafetyConsultants.Lni.wa.gov for more information or call the L&I office nearest you.

What is an Accident Prevention Program?
An “accident prevention program” is an employer’s written plan to prevent accidents, occupational illnesses, and injuries on the job. The accident prevention program may be known as the APP, safety and health plan, injury prevention program, risk management plan, or some other name. Visit www.Lni.wa.gov/safety/basics/programs/accident/ for more information.

How do I know if my required written safety/health programs are adequate?
Find out whether written safety/health programs, beyond an APP, apply to your business. Start by reviewing the “Additional Program Requirements Table” on this Web page: www.Lni.wa.gov/WISHA/Rules/corerules/HelpfulTools/.

Sample programs you can adapt for your business are available here: www.Lni.wa.gov/safety/basics/programs/accident/. Contact a DOSH consultant to review your draft plan or answer questions about what you need to cover: www.SafetyConsultants.Lni.wa.gov.

When I pay a penalty, where does the money go?
Funds collected from safety/health penalties go into the workers’ compensation supplemental pension fund to benefit injured workers and the surviving family members of workers who are killed on the job. These funds do not pay inspectors’ salaries or support the Division of Occupational Safety and Health. Penalties do not affect an employer’s workers’ compensation premiums.

However, preventing work-related injuries and illnesses does influence premiums. Learn more at: www.Lni.wa.gov/ClaimsIns/Insurance/Reduce/.

How can I get workplace safety and health information in Spanish?
Go to www.Lni.wa.gov/Spanish/ to view portions of L&I’s website in Spanish. For safety videos in Spanish, go to www.Videos.Lni.wa.gov and type Spanish into the search box. To find publications and posters in Spanish, go to www.Lni.wa.gov/FormPubs and type Spanish into the search box.

Are WISHA, DOSH and OSHA all the same?
No. WISHA stands for the Washington Industrial Safety and Health Act. This law requires Washington’s employers to provide their workers with safe and healthy workplaces. DOSH is the Division of Occupational Safety and Health, part of the Washington State Department of Labor & Industries. OSHA is the federal Occupational Safety and Health Administration. DOSH functions as OSHA in Washington State.
The Washington State Department of Labor & Industries would like to thank the following businesses for graciously allowing us to photograph their work sites. Featuring real Washington State businesses and employees brings home the theme of the 2011 Job Safety and Health Calendar: Keep Washington Safe and Working.

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<tr>
<th>Photo Month</th>
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<td>January</td>
<td>Providence St. Peter Hospital, Olympia</td>
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<td>February</td>
<td>Gordon Brothers Family Vineyards, Pasco</td>
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<td>March</td>
<td>Tenaska Operations, Ferndale</td>
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<td>April</td>
<td>Washington Bulb Farm, Mount Vernon</td>
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<td>May</td>
<td>New Market Skills Center, Tumwater</td>
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<td>June</td>
<td>Washington State Patrol Fire Protection Bureau Fire Training Academy, North Bend</td>
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<td>July</td>
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<td>August</td>
<td>Trident Seafoods Pier 91 facility, Seattle</td>
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<td>October</td>
<td>TMX Aerospace (ThyssenKrupp), Auburn</td>
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<td>November</td>
<td>Village Mart, Olympia</td>
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<td>December</td>
<td>Nucor Steel, Seattle</td>
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The holidays shown in this calendar are the federal holidays and/or the days the federal holidays are observed in 2011.

We oriented the back cover so you can read it while the calendar is on the wall.