



Captain Safety

BECOME A SAFETY SUPERHERO!



Stanley Steel

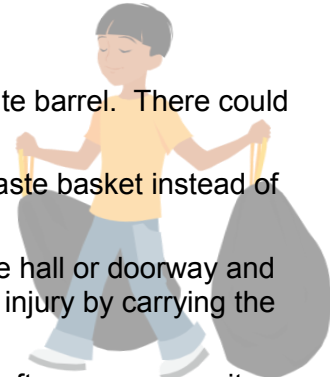
May 2014

Trash Removal



Collecting trash can present hazards if you are not careful. Please keep the following tips in mind as you go through your building or area collecting trash.

1. NEVER put your hands inside a trash container. This includes a waste basket or your Brute barrel. There could be broken glass or other sharp objects in with the rest of the trash.
2. If you need to tamp down the trash in your Brute barrel as it fills up, use the bottom of a waste basket instead of your hands.
3. Always keep the Brute barrel right with you when collecting trash. Leaving the barrel in the hall or doorway and carrying each trash can to the barrel and back is inefficient, but also increases your risk of injury by carrying the trash more than you have to.
4. Avoid filling your barrel so full that you have trouble removing the liner or carrying the bag after you remove it. Don't attempt to lift more than you can handle.
5. Follow the safe lifting procedure when lifting a heavy load of trash. Stand with your feet slightly apart, assume a squatting position with your knees bent, and tuck your chin in. Grasp the load with both hands. Stand up slowly, not abruptly, keeping your back straight. Lift with your legs, not your back.
6. If you are unable to lift a heavy load of trash or run into a lot of extra trash, get help from a co-worker or call your manager rather than risk injury by trying to do it yourself.
7. When carrying a full trash bag to the dumpster, always hold it away from your person to avoid contact with any sharp objects that may be in with the trash.
8. Opening the dumpster lid completely will help to lower the risk of injury when throwing trash into a dumpster.
9. Be sure to keep your arms slightly bent when throwing trash into a dumpster to ease strain on shoulders.
10. ESS's policy on trash removal is to only throw away trash that is already in a waste can or that is marked as trash. (It can be marked "Trash" or "Please Discard" or something similar.) If a box or other items are near a trash can (or even on top of a trash can) and are not labeled as trash, do not throw the box or items away. Remember: "When in doubt, don't throw out".
11. Because every job site is different, after reviewing the trash removal tips take the time to review your methods for putting trash in the dumpster and any other concerns you may have with your Area Manager.



How close are we to **\$5,000?**

Monthly Hero Awards

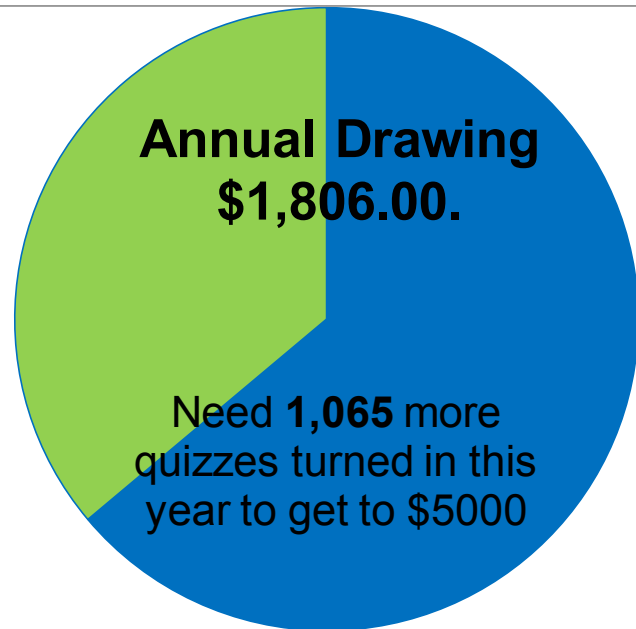
Julia Thomas

Carol Bain

Thomas Tucker

Kathy Groy

Laura Mason



SAFETY QUIZ

HOW TO SUBMIT SAFETY

QUIZZES:

OPTION 1

Complete online by following this link:

<http://essclean.com/page/safety-incentive>.

OPTION 2

Bring it into the office or put in our outside drop box.

OPTION 3

Mail it in.

ESS Clean, Inc.

Attention: Stephanie

P.O. Box 17067

Urbana, IL 61803

****DEADLINE****

05/31/14

Name _____ Employee # _____

1. If you see something interesting in your Brute barrel, it's okay to reach in and pull it out to read it. True or False. (circle one)
2. As your Brute barrel fills up with trash, you can compact it by
 - a) Putting on leather palm gloves and pushing it down.
 - b) Use the bottom of your backpack vacuum to push it down.
 - c) Use the bottom of a waste basket to push it down.
3. When you pull a full bag of trash from your Brute barrel and take it to the dumpster, always _____.
4. While cleaning, you see a wadded up piece of paper on a desk.
 - a) You put it in your Brute barrel with the rest of the trash.
 - b) You leave it alone, because it is not in the waste can.
 - c) You open it up and read it to see if it is important.
5. When lifting something heavy, the proper procedure is let your arms do all the work. True or False. (circle one)
6. You find several boxes marked "Trash" but each one is too heavy for you to lift.
 - a) You open all the boxes and empty them by hand into your Brute barrel.
 - b) Call your manager for help.
 - c) Leave them with a note to the customer that you can't lift them.