



# WELCOME TO SAFETY TOWN



2017 SAFETY NEWSLETTER  
2ND QUARTER

## Electrical Safety

Electricity is a highly dangerous yet very common form of energy. Electrical power can ignite fires, hurt and even kill if not used correctly.

### “ Electric Shock ”

“You can get an electric shock if you touch a grounded surface and hazardous electrical equipment at the same time. The shock happens when the flow of electric current (amperage) from the electrical equipment goes through your body to the ground. Just a small amount of amperage can hurt, or be fatal.” -OSHA

To avoid electrical damage or shocks...

- ◆ Check your area for spills, dampness or water and clean it up immediately.
- ◆ Check for connections and ground wires to be tight and free from breaks.
- ◆ Check buffers, extractors, auto scrubbers and other equipment for wiring.
- ◆ Check the condition of extension cords and prongs.
- ◆ Check and maintain equipment to make sure it is working right and free of defects or damage.
- ◆ Check equipment belts and gears to detect excess tension or binding that can cause a power over-load.
- ◆ Never operate electrical equipment while you are standing in water.
- ◆ Never repair electrical cords or equipment unless qualified and authorized.

*Immediately report any hazards, damaged or defec-*



## EXTENSION CORD SAFETY

Extension cords are useful, however, they are also the leading cause of electrical injuries. You have to make sure that your extension cords and prongs are intact and that you handle them carefully.

Regularly inspect for frayed or damaged cords. The plug end of the cord should always have three prongs, one of which is the ground prong. Contact your manager immediately if cords are damaged so they can be replaced and you can complete your work safely. Remember to never stretch the cord tightly between the vacuum and the outlet. Always unplug the cord at the outlet rather than yanking it out. After vacuuming, unplug the cord at both ends and wind it up loosely. DON'T wrap cords around your elbow and hand. It

## SAFETY WEEK ON THE PONY EXPRESS

This year's Safety Week is in August. Safety Week participants will be entered into a **GRAND PRIZE DRAWING of \$1,000!** The Safety Week Grand Prize drawing will be held soon after Safety Week.



# Safety Sal Says **PREPARE FOR EMERGENCIES**

**Tornadoes** A “WATCH” means severe weather is possible. A “WARNING” will be accompanied by sirens in case of a tornado. This means severe weather has been sighted, and you should take shelter immediately. Find an underground area, such as a basement or storm cellar. If not available, find a small interior room or hallway on the lowest floor possible. Stay in the center of the room, and avoid corners because they attract debris. Avoid auditoriums, cafeterias and gymnasiums that have flat, wide-span roofs.

**After** a tornado or other severe weather, watch out for fallen power lines or broken gas lines and report them to your manager immediately. Stay out of damaged buildings

**Fire** There is always a risk of fire in the workplace, no matter what the time of year. As an ESS employee you should be familiar with the general safety rules, helping us prevent fires. Good housekeeping, and routine equipment maintenance are important preventative measures. Additionally, you should be careful to keep flammable liquids in their proper closed containers, and away from ignition sources.

In case of a fire, you should familiarize yourself with all the evacuation routes from your building. If you are ever at work and see a fire or the alarm sounds, call 9-1-1 and evacuate immediately. DO NOT attempt to put the fire out yourself. You need to wait until the fire department has cleared the building before re-entering.



**Liquid Hazards** Human Blood, bodily fluids and spilled chemicals are all potential threats to your safety. Blood can contain blood borne pathogens: disease causing infectious microorganisms including hepatitis and HIV. Do not attempt to clean up these materials without appropriate personal protective equipment.

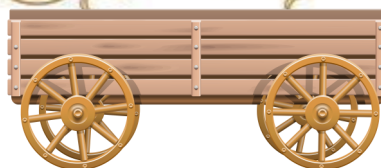
To clean up human blood or bodily fluids, contact your supervisor for a blood borne pathogens spill kit. For chemical spills, consult the Safety Data Sheet. Hazardous chemicals should be cleaned up with a spill containment kit (contact your supervisor). Non-hazardous chemicals can generally be disposed of by flushing them down a sanitary drain. Contact your supervisor with any questions.

## **Earthquake**

### **Drop Cover and Hold On**

**If you are inside**, stay inside. Do not run outside or to other rooms during shaking. In most situations, you'll reduce your chance of injury from falling objects if you immediately drop down onto your hands and knees, cover your head and neck (or your whole body if possible) under a sturdy table, and hold on to your shelter (or your head/neck) until the shaking stops. **If there is no shelter nearby**, get down near an interior wall or next to low-lying furniture that won't fall on you, and cover your head and neck with your arms and hands.

**If you are outside**, stay outside, and stay away from building utility wires, sinkholes, and fuel and gas lines. Check in with your supervisor following an earthquake.





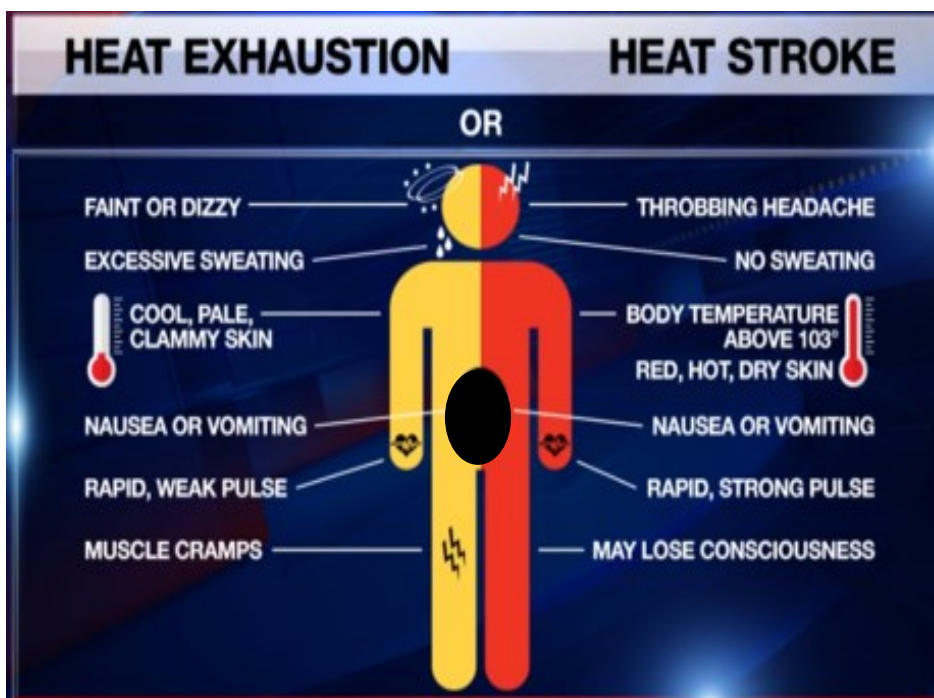
# HEAT RELATED ILLNESSES

## Prevention

Heat-related deaths and illness are preventable, yet many people succumb annually. Heat-related illness occurs when your body is unable to cool itself naturally with sweat. When the humidity is high, sweat will not evaporate as quickly, preventing the body from releasing heat quickly. Other risk factors such as age, obesity, fever, dehydration, heart disease, mental illness, poor circulation, sunburn, and prescription drug and alcohol use may also prevent sweat from doing its job. In such cases, a person's body temperature rises rapidly.

### To prevent Heat-Related illness

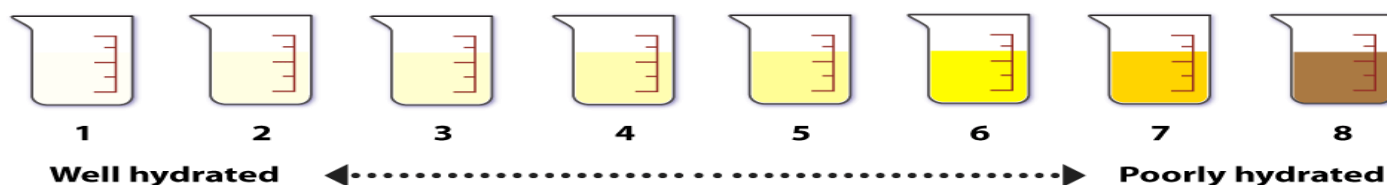
- Drink non alcoholic fluids regularly
- Wear light-weight, light-colored clothing
- Avoid hot foods and heavy meals



## WHAT COLOR IS YOUR PEE? GROSS!

### WE KNOW, BUT IT IS HELPFUL.

The color of your urine can be an early indicator of dehydration. If your urine is a dark yellow color it may be a sign that you are dehydrated. How much water have you drunk today? In general, you should be drinking eight glasses of water a day. If you're physically active and sweating, you'll want to drink more. If you don't drink enough water, your urine becomes over concentrated with waste, which is why it is a darker yellow urine color.



## Safety Contest WINNERS



### Congratulations to These \$50 Raffle Winners!



All participants in the Safety Program get a chance to win a \$50 Walmart gift card...1st Quarter Winners:

**Paul Couillard , Anna Burk , Chris McCathern and Loretta Newlin**

### Safety Share Winner:

**Mary James:** A potentially unsafe experience I had; space heater left on under desk, turned it off and moved it away from touching the plastic trash can.



# Safety Town



**Three ways to submit** 1. Email the answers or take a photo of the completed form below and email to **Safety@essclean.com**. Please include your name employee number and Area Manager's name in the email. 2. Bring it to the office or put it in the outside drop box. 3. Mail it to **ESS Clean Inc. • Attn Safety • PO Box 17067 • Urbana IL 61803. Send submissions no later than August 18th, 2017.**

## SAFETY QUIZ

Complete and submit the Safety Quiz below by the deadline to win one of four \$50 Walmart gift cards.

Name: \_\_\_\_\_

Employee #: \_\_\_\_\_ Area Manager: \_\_\_\_\_

1. What is the difference between a "watch" and a "warning" when it comes to severe weather?  
\_\_\_\_\_
2. If the fire alarm sounds while you're at work, which of the following should you do?
  - a. Put the fire out yourself
  - b. Stay where you are
  - c. Call 911 and evacuate the building
  - d. Turn up the radio and keep on working
3. True or False. Never operate electrical equipment while you are standing in water. (circle one)
4. Which of the statements are true concerning extension cord safety?
  - a. Regularly inspect for frayed or damaged cords
  - b. Always unplug the cord at the outlet rather than yanking
  - c. After vacuuming always unplug the cord at both ends and wind loosely
  - d. All of the above

## SAFETY SHARE

Submit a SAFETY SHARE by the deadline for the chance to win the Manager's Choice Award, a \$50 Walmart gift card.

- New information you learned in this newsletter and how you implemented it on the job;
- A potentially unsafe act you witnessed or experienced and how you corrected it; or
- Suggest a way ESS might improve procedures or training on safety issues.

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Name: \_\_\_\_\_

Employee #: \_\_\_\_\_

Area Manager: \_\_\_\_\_