



DON'T *Gamble* WITH YOUR SAFETY!!

2018 Safety Program

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...

4th Quarter Winners:

Bloomington: Ikeyshea Neal

Effingham: Mary Corbett

Urbana: Ashley Rollins

Wild/Bloomington: Jayne Aitken

Bounty Hunter: Noel McCullagh

\$1,000 Grand Prize Winner

Yvonne Starr

4th Quarter Safety Share Winner:

Bloomington: Nelly Samo

"I experienced a potentially unsafe situation on my way to the dumpsters in the parking lot. The dumpsters happened to be located far away from the office building. I was walking towards the dumpster when I saw a car parked next to it. It was late at night at the end of my shift. I stopped and returned to the building and waited a few minutes for the car to drive away, after a few minutes the car was still there so I trusted my instincts and threw the bag in the trunk of my car and left. I say don't take safety risks EVER and always trust your instincts!"

Let's go ALL IN on Safety!

Best Practices to Prevent Workplace Accidents:

1. **Don't take short cuts**— stick to the instructions and work with diligence and awareness of your surroundings.
2. **Be diligent about maintenance.** Make sure that your work closets aren't cluttered and unkempt. Make sure you are checking electrical cords and doing your regular cleaning on your backpack vacuums.
3. **Be Ready for any Weather.** With warmer temperatures coming make sure you are drinking plenty of fluids and wearing loose fitting comfortable clothing.
4. **Wear the correct PPE** (personal protective equipment) when required.
5. **Do not lift by bending forward.** Bend your hips and knees to squat down to your load, keep it close to your body, and straighten your legs to lift. Avoid turning or twisting your body while lifting. and raise trash into the dumpster.
6. **Always test weight of your trash before lifting it. NEVER** try to toss the trash in the dumpster while holding the lid open. Always 1) place the bag on the ground close to the bin; 2) Open the lid 3) pick up the bag with both hands. Never throw or toss objects into the dumpsters. Remember **NEVER** compact trash with hand use smaller trash can.

"Remember: Safety is not an accident."

Don't leave your safety to chance...protect yourself

PPE

PERSONAL PROTECTIVE EQUIPMENT

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Personal protective equipment (PPE) refers to any type of clothing or equipment designed to increase personal safety by protecting employees from workplace injuries or illnesses, e.g., goggles, gloves, earplugs. To greatly reduce your exposure to a potentially harmful chemical or activity, use the PPE provided by ESS Clean.



SAFETY GLASSES

Safety glasses are available at all job sites. Employees are not required to wear safety glasses during their entire shift, but there are a few tasks that require them so they should be readily available at all job sites. ***If you are using the acid toilet bowl cleaner, you are required to wear safety glasses.*** This chemical causes blindness within eight seconds if it is accidentally splashed into your eyes, so preventing the possibility is key. Also wear safety glasses when (1) changing light bulbs, (2) dusting ceiling vents or (3) manually diluting any chemical with water.



DISPOSABLE GLOVES

Disposable vinyl or nitrile gloves are provided to all employees. Again, employees are not required to wear gloves for the entirety of their shift but there are a few tasks that require them. (1) You are required to wear gloves when cleaning restrooms. (2) You are also required to change your gloves when you come out of a restroom to prevent cross-contamination. (3) At medical facilities, you are required to wear them when handling biohazard wastes and when cleaning in treatment and exam rooms. In addition to these situations, some employees (especially those with sensitive skin) may wish to wear gloves when using our stronger cleaning chemicals like disinfectant.



ANTI-VIBRATION GLOVES

Employees who operate heavy floor equipment such as buffers, scrubbers or carpet machines are required to wear anti-vibration gloves while operating this equipment. Anti-vibration gloves are designed to dampen the vibration of the machine and reduce the risk of carpal tunnel.

EARPLUGS

Employees who work in factories are provided with earplugs. Wearing earplugs can help prevent damage to hearing. Exposure to high noise levels can cause irreversible hearing loss or impairment as well as physical and psychological stress. You should clean earplugs regularly and replace those you cannot clean.

Please contact your supervisor to request PPE or to replace any worn or damaged PPE.

What is inside the Jobsite Handbook?

Key Phone Numbers

Timekeeping

Employee

Handbook

Work Specifications

Supply Requisition Forms

Blood borne

Pathogens Handbook

SDS Sheets

Accident Reports

Read the SDS Safety Data Sheets

WHAT IS AN SDS?

Safety Data Sheets (SDSs) are summary documents, usually written by the manufacturer, that provide information about the hazards of a product and advice about safety precautions. SDSs provide more detailed hazard information about the product than the label. Use this information to identify the hazards of the products you use and to protect yourself from those hazards, including safe handling and emergency measures formerly known as Material Safety Data Sheets (or MSDS), SDSs use a consistent, user-friendly format.

- **Sections 1 through 8** contain general information that should be helpful to those that need to get the information quickly.
- **Sections 9 through 11 and 16** contain other technical and scientific information.
- **Sections 12 through 15** are provided to be consistent with the UN Globally Harmonized System of Classification and Labeling of Chemicals (GHS).



WHEN TO USE AN SDS

Always be familiar with the hazards of a product before you start using it. You should look at an SDS, match the name of the product on the container to the one on the SDS, know the hazards, understand safe handling and storage instructions, as well as understand what to do in an emergency.

4 MAIN PURPOSES

You can think of the SDS as having four main purposes.

- **IDENTIFICATION:** For the product and supplier
- **HAZARDS:** Physical (fire and reactivity) and health
- **PREVENTION:** Steps you can take to work safely, reduce or prevent exposure, or in an emergency
- **RESPONSE:** Appropriate responses in various situations (e.g., first-aid, fire, accidental release)

If an emergency occurs and you need to seek medical attention, take the job site handbook with you.

16 SDS SECTIONS

Section 1: Identification

Section 2: Hazard(s) Identification

Section 3: Composition/Information on Ingredients

Section 4: First-aid Measures

Section 5: Fire-fighting Measures

Section 6: Accidental Release Measures

Section 7: Handling and Storage

Section 8: Exposure Controls/Personal Protection

Section 9: Physical and Chemical Properties

Section 10: Stability and Reactivity

Section 11: Toxicological Information

Section 12: Ecological Information

Section 13: Disposal Considerations

Section 14: Transport Information

Section 15: Regulatory Information

Section 16: Other Information

AT A MINIMUM

Read the name of the chemical (**Section 1**)

- Know the hazards (**Section 2**)
- Understand safe handling and storage instructions (**Section 7**)
- Understand what to do in an emergency (**Sections 4, 5 and 6**).

SDSs for products used by
ESS Clean are located in the
Job Site Handbook.

Health Hazard 	Flammables 	Oxidizers
Irritant 	Gasses Under Pressure 	Explosives
Corrosives 	Environmental Toxicity 	Acute Toxicity



When you *Gamble* with Safety You Bet your Life *Safety* - It's in Your Hands



Four ways to submit: **1.** Go to the www.essclean.com and go to Safety Program then at the bottom of the left column of Safety Newsletters is a button for the 2018 Spring Safety Quiz that can be completed online. **2.** 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. **3.** Bring it to the office or put it in the outside drop box. **4.** Mail it to ESS Clean, Inc. • Attn: Safety • PO Box 17067 • Urbana, IL 61803.

Send submissions no later than April 5th, 2018.

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. True or False. Safety Data Sheets are summary documents that provide the hazards of the cleaning products with advise and safety precautions?
2. What tasks require you to wear safety glasses at ESS?
 - A. Mopping
 - B. Cleaning toilet with acid cleaner
 - C. Dusting Ceiling Vents
 - D. Vacuuming
 - E. B and C
 - F. All of the Above
3. What tasks require you to wear disposable gloves?
 - A. You are required to wear them your entire shift.
 - B. Cleaning Restrooms and when handling biohazards.
 - C. Dusting
 - D. Vacuuming
4. Best Practices to Prevent Workplace Accidents Include:
 - A. Wear PPE when required
 - B. Take Short cuts to complete job
 - C. Be Diligent with maintenance.
 - D. All of the above
 - E. Both A and C
5. The Main Purpose of the Safety Data Sheets are:
 - A. Identification and Prevention
 - B. Hazards and Response
 - C. Hazards only.
 - D. Both A and B

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.

Name: _____

Employee #: _____

Area Manager: _____