

1st Quarter 2021



SAFETY IS KEY to Accident Free!

Welcome to the  2021 Safety Program

ESS Clean wants you to have the keys to unlock the doors to safety prizes in 2021. All you have to do is to read your Quarterly Safety Newsletter and complete the on-line Safety Quiz and send in a Safety Share.

- ◆ **The Safety Newsletter!** This is distributed quarterly by email and contains articles and tips for safety in the workplace. There is a safety quiz along with instructions on how to submit the quiz and earn entries for the quarterly raffle drawings and compete in the Safety Share contest.
- ◆ **\$50 Raffle prizes!** Safety quiz participants will be entered into a raffle to win a \$50 Walmart gift card. Four will be awarded each quarter.
- ◆ **\$50 Manager's Key to Safety Award!** Each Quarter a \$50 Walmart gift card will be awarded to the best Safety Share submitted.
- ◆ **THE GRAND PRIZE!** All participants will earn entries into a raffle to win two \$500 cash prizes!

T-Shirt Design Contest

Let's get creative! The winning design will be determined by the creativity of the design and how well it incorporates a safety theme. A panel of judges will select the winner who will be notified via phone call and email.

Deadline: Entries must be received by Sunday, June 6th before midnight. Please submit all entries to our Safety@essclean.com email.

Prize: \$200 and one t-shirt with your design.



The winning T-Shirt Design will be featured in the "ESS Clean On-line Store" where it will be available for purchase and will be given as prizes for the top safety ideas or acts of safety each month starting in the month of August.

ESS Clean Safety Keys

- ☞ Follow routine maintenance schedules for vacuum and floor machines.
- ☞ Wear disposable gloves in restrooms.
- ☞ Wear personal protective equipment
- ☞ Follow good housekeeping practices.
- ☞ Do not use damaged extension cords.
- ☞ Always use proper lifting procedures.
- ☞ Report all accidents, even small ones.
- ☞ Report worn and damaged equipment.
- ☞ Keep all chemicals properly labeled.
- ☞ Wear shoes with good traction.
- ☞ Never mix cleaning products.
- ☞ Wear safety glasses when using toilet bowl cleaner.
- ☞ Use wet floor signs when mopping.
- ☞ Wear mask and social distance.

2021 Safety Week

This year's Safety week is in June. Safety week participants will be entered into The Safety Week Grand Prize drawing of two \$250 prizes.



GRAND PRIZE 2021—Two \$500 prize winners

All participants will earn entries into a raffle to win two \$500 cash prizes. You can earn a total of eight entries during the 2021 Safety Program. You can earn an entry by completing the quarterly quiz and also an additional entry for a qualifying safety share each quarter. The Annual Grand Prize drawing will be in December.

Safety Winners

4th Quarter 2020 Safety Raffle Winners!

All participants in the Safety Program get a chance to win a \$50 Walmart gift card

Bloomington: John Janssen

Effingham: Christine Gabel

Urbana: Michael Stalter

Dec/Indy: Tiana Jones

4th Quarter 2020 Director's Choice Award goes to...

Connie Wood—EFF

I noticed that the latest safety share winner noted how Paul's video on the correct way to use disinfectant was helpful to him. It was to me as well and I found myself trying to figure out how to watch it again. Rather than search thru old emails my idea would be to have all video tips saved to the website to make them available. One step further, it might be useful for training and review to have videos similar to Paul's about all aspects of cleaning procedures.

Congratulate our \$1,000 Annual Safety Grand Prize Winner! Julie Wineinger EFF



Electrical Safety

Remember, you hold the KEY to safety in your workplace!



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

According to the Occupational Safety and Health Administration (OSHA), 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.

To avoid electrical damage or shocks:

- Check your area for spills, dampness, or water and always clean up immediately
- Check for connections and ground wires to be tight and free from breaks

- Check buffers, extractors, auto scrubbers, and other equipment for exposed wiring
- Check the condition of extension cords and prongs
- Check and maintain equipment to ensure it's working correctly and free of defects or damage
- Check equipment belts and gears to detect excess tension or binding that can cause a power overload
- Never operate electrical equipment while you are standing in water
- Never repair electrical cords or equipment unless qualified and authorized.

Always immediately report any electrical hazards and damaged or defective equipment to your manager!

Winter Weather Safety

During this time of year, the weather can pose many safety risks both at home and in the workplace.

Be Prepared

Stay informed by watching the local weather. Know what type of environmental conditions to expect, like freezing rain, sleet, snow, ice, or below freezing temps. Get severe weather alerts on your cell phone from The Weather Channel.

Watch Wet Floors



Unfortunately, the outdoors does not always stay outside. Pay extra attention to entrances and high-traffic areas in your building during the winter months. Patrons will bring snow, ice, and even the salt inside on their shoes which creates puddles and wet and slick floors. This can be a dangerous slipping hazard.

Ice/Snow on Walkways

Ice and snow on sidewalks and walkways is common during the winter months. To avoid slipping on ice, sprinkle ice melt or salt (provided at every account) on sidewalks and paths that you take to and from your car and the dumpsters. *If your account does not have ice melt, let your manager know asap!*

ICE SAFETY:

Do the Penguin Walk

Position center of gravity as directly over feet as possible

Move slowly to react to changes in grip and keep momentum at a minimum

Extend arms outward to maintain balance

Bend legs slightly and walk flat-footed

Point feet slightly outward

Winter Driving

Whether you drive a company vehicle or not, please keep in mind that winter weather causes many unsafe driving conditions. Allow extra time to get to and from work. Icy or snow covered roads and impaired visibility from drifting snow will effect your commute. Drive defensively so you can avoid an accident if another driver loses control.

IS YOUR VEHICLE WINTER READY?



Dressing for the Cold

It's especially important to dress appropriately for weather conditions during the winter months. For maximum protection and comfortability both indoors and outdoors, dress in layers. For outerwear, select a high quality coat that has a nylon outer layer to break the wind and a wool or synthetic inner layer to provide insulation. In addition to a coat, invest in a hat, gloves, and winter boots.

Avoiding Illness

Cold weather is also a time for common illnesses such as the common cold and influenza, in addition to COVID-19. To safeguard against these airborne pathogens, there are a few simple rules to follow:

- Wash your hands frequently using soap and water
- Avoid touching your face
- Disinfect surfaces regularly



Did you know?

ESS provides PPE on request at no cost to you! If you need a pair of ice cleats for hauling waste to the dumpster, contact the office at 217-337-6701

2021 Safety Program: Safety is Key to Accident Free!



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 2021 1st Quarter 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 Wednesday, March 10th before midnight!

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. Always immediately report any electrical hazards and damaged or defective equipment to your manager.
2. What are some of our Winter Weather Keys to Safety:
 - A. Use ice melt or salt on sidewalks and pathways.
 - B. Use "Caution: Wet Floor" signs.
 - C. Allow extra time to get to and from work.
 - D. Be prepared.
 - E. A only.
 - F. All of the Above.
3. When dealing with Electrical Safety ALWAYS:
 - A. Check your area for spills, dampness or water.
 - B. Check for connections and ground wires to be tight.
 - C. Check for exposed wiring or breaks.
 - D. All of the above.
 - E. None of the above.
4. True or False. When walking on ice move quickly, place your hands in your pockets and lean forward.
5. Which of these is not one of our Safety Keys?
 - A. Always follow Good housekeeping practices.
 - B. Always wear disposable gloves in restrooms.
 - C. Always use proper lifting procedures.
 - D. Always use damaged extension cords.
 - E. Always keep all chemicals properly labeled.

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: _____