



2023  
Safety Program  
2nd Quarter

DID YOU KNOW?

2.3 million people worldwide have work-related accidents every year.

With those statistics it isn't surprising that the importance of safety at work is consistently ranked highly by employees as a chief concern.

Implementing safety measures, maintaining equipment, up-to-date safety training, and clear safety procedures are the best ways to prevent work-related accidents.

THE IMPORTANCE OF WORKPLACE SAFETY

RANK OF IMPORTANCE

- Safety
- Family & Maternity Leave
- Paid Sick Days
- Overtime Pay

2.3M

people worldwide have work-related accidents every year.

2023 SAFETY WEEK

This year's Safety Week is in July.

ALL employees who have been accident free from January 1, 2023 to July 1, 2023 will receive an ESS Clean Safety T-shirt.

Stay tuned for other prizes and activities to come during Safety Week!



**The Safety Newsletter!** This is distributed quarterly by email and text 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 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. Five will be awarded each quarter.

**\$50 Manager's Choice Award!** Each Quarter a \$50 Walmart gift card will be awarded to the best Safety Share submitted.

**Area Manager Safety Success Bonus!** Any Area Manager who has 80% or higher participation from their employees in the quarterly safety quiz will receive \$100.

# Please help us congratulate our 1st Quarter 2023 Safety Winners!

## 1st Quarter 2023 Safety Raffle Winners!

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

**Bloomington: Aubrey Anderson**

**Effingham: Dallas Blacker**

**Urbana: Mark McCoy**

**Decatur: Lauren Spellman**

**Indianapolis: Jay Croley**

## 1st Quarter 2023 Safety Share Award goes to.....

### Michael Walk

When vacuuming, I have had several incidents in which the cord had gotten stuck in the corners of cubicles and such, which potentially could cause an accident. I've learned to stop and reel the cord in every time I need to go around a corner. It takes a minute more, but saves on a lot of frustration and, I believe, makes the job a bit safer.

## Stairwell Cleaning and Safety

Cleaning the stairs is an important part of the job. The stairs are a public area and, thus, highly visible to the customer. We need to clean the handrails, dust all edges and trim, and vacuum or mop the treads. Cleaning a stairwell can present hazards if you are not careful. Keep the following tips in mind when cleaning the stairs:

- ◆ Stairwells should always be free and clear of obstruction. Never leave tools or equipment (not even a spray bottle) on stairs, as others using the stairs would not expect something to be on the stairs and could trip and fall.
- ◆ When vacuuming the stairs, start at the bottom of the stairs and work your way up. When mopping, start at the top and work your way down.
- ◆ Use handrails and walk (don't run) when going up or down stairs.
- ◆ Minimize distractions. Be alert and aware of your surroundings.
  - ◆ Always know where the last step is, so you don't fall.
  - ◆ **ALWAYS** put up a **“Caution: Wet Floor”** sign when mopping.



# Emergency Preparedness

## FIRES IN THE WORKPLACE

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.

## Tornadoes and Severe Thunderstorms

According to the National Weather Service, Illinois is ranked 6th in the U.S. for the most tornadoes and has more than 850 reports of wind damage and large hail, on average, every year from severe thunderstorms.

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**, take a look around and inspect for damage to the building or property. Check in with your supervisor following any weather event that requires you to take shelter.

## Severe Weather Preparedness Tips: Spring Weather



### Severe Thunderstorm Safety



When you hear the words “severe thunderstorm” in the forecast, be ready for more than just heavy rain and lightning.

#### SEVERE THUNDERSTORMS CAN BRING:



Hail



Strong Wind  
Gusts



Lightning



Heavy  
Rain



Flash  
Floods



Tornadoes

## OTHER HAZARDS

Other situations that could pose a potential hazard are human blood or bodily fluids and spilled chemicals. To clean up human blood or bodily fluids, contact your supervisor and Do NOT attempt to clean up these materials without appropriate personal protective equipment.

For hazardous chemical spills, consult the Material Safety Data Sheet.

Contact your supervisor with any questions.

# 2023 Safety Program: Accident Prevention Is My #1 Intention



Four ways to submit: **1.** Go to the [www.essclean.com](http://www.essclean.com) and go to Safety Program then at the bottom of the left column of Safety Newsletters is a button for the 2023 2nd 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](mailto: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 Tuesday, May 2nd 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. 2.3 million people worldwide have work-related accidents every year.
2. Which of these statements are true about cleaning stairwells?
  - A. Stairwells should always be free and clear of obstruction.
  - B. When vacuuming stairs, always start at the bottom and work your way up.
  - C. When mopping, always start at the top and work your way down.
  - D. All of the above
  - E. None of the above
3. True or False. In case of a fire, always wait for the fire department to clear the building before re-entering.
4. In the case of a severe storm, which of the following is NOT true?
  - A. Take shelter in an underground area if possible.
  - B. Seek shelter near a window so you can watch the storm.
  - C. Avoid buildings that have flat, wide-span roofs.
  - D. Check in with your supervisor following the weather event.

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