

# Monthly Safety Bulletin

“Safety isn’t Expensive—it’s Priceless”

*FEATURING:* Division of Facilities Health and Safety Plan

## News Release

U.S. Department of Labor

Statement by Secretary of Labor Hilda L. Solis on Workers' Memorial Day

**WASHINGTON** – Secretary of Labor Hilda L. Solis today issued the following statement on the observance of Workers' Memorial Day:

"Tomorrow, April 28, is Workers' Memorial Day, an occasion for reflection and remembrance of the thousands of workers who needlessly have suffered fatal injuries on the job every year. We also think of those workers who have been seriously injured or sickened as a result of preventable workplace hazards.

"We are never prepared to say goodbye to the people we love, but we are even less so when we send our loved ones off for a day's work. It is our duty to ensure that all workers come home safely at the end of each workday, and we stand behind our firm conviction that workplace injuries and fatalities are entirely preventable.

"On this day, I urge all Americans to raise their voices in support of workers' right to a safe and healthful workplace. In the 41 years since the Occupational Safety and Health Act was enacted, we have made tremendous progress, but our steadfast mission to make every job in America a safe job must continue. One workplace death is too many.

"Making a living shouldn't include dying."

## Health & Safety Tip of the Month: Web MD Sun Exposure

Nothing can completely undo sun damage, although the skin can sometimes repair itself. So, it's never too late to begin protecting yourself from the sun. Follow these tips to help prevent sun-related skin problems:

- Apply sunscreen with a sun protection factor (SPF) of 30 or greater at least 30 minutes before sun exposure and then every few hours thereafter
- Select cosmetic products and contact lenses that offer UV protection
- Wear sunglasses with total UV protection
- Wear wide-brimmed hats, long sleeved shirts, and pants
- Avoid direct sun exposure as much as possible during peak UV radiation hours between 10:00 a.m. and 3:00 p.m.
- Perform skin self-exams regularly to become familiar with existing growths and to notice any changes or new growths
- Eighty percent of a person's lifetime sun exposure is acquired before age 18. As a parent, be a good role model and foster skin cancer prevention habits in your child
- Avoid tanning beds

KSU Division of Facilities  
Health and Safety Plan

**Training**

New Hire Orientation-employees are required to attend general safety training that includes Asbestos Awareness, Safety Responsibilities, OSHA Program Elements, General Safety Rules, Ergonomics, Hazardous Communications, Accident/Near Misses, First Aid, Personal Protective Equipment (Assessment), Hearing Conservation, Job Hazard Analysis, Emergency Procedures, Fire, Slips/Trips and Fall, Confined Space, Flammables, Bloodborne Pathogens, Powered Tools/Equipment and Machine Guarding, Electrical Safety to include Lock-out and Tagout, Sexual Harassment and Workplace Violence. A copy of training records are kept on file in the Safety Office. Copies of the Job Hazard Analysis and PPE Assessment are kept on file in the Supervisor Safety Notebook and the Safety Office.

Departmental Orientation-employees are required to complete the department "Assessment of Knowledge-Safety Work Practices" specific for their assigned area. Orientation includes Fire Safety, Equipment Safety, Personal Protective Equipment, Emergency Preparedness, Hazardous Material Management, and General Safety. Copies of the training are kept on file in the Supervisor Safety Notebook and the Safety Office.

Health and Safety Annual Refresher-employees are required to complete the annual refresher training that provides a comprehensive review of general safety requirements. This program is designed to meet OSHA annual training requirements while providing an analysis of the current program for the Division of Facilities. This program includes annual goal review, injury trend analysis, policy updates, worksite analysis inspection results, hazard prevention, identification and control. Copies of training are kept on file in the Safety Office.

Specialized Training-employees are required, based on their Job Hazard Analysis, to complete specialized training in their assigned area based on the tasks they are performing as a function of their job assignment. Specialized training is provided in Radiation Safety, Asbestos Awareness and Worker, Confined Space Awareness and Competency, Excavation Awareness and Competency, Scaffolding, NFPA 70 E, Electrical Safety to include Energy Control Procedures, Fume Hoods, Bloodborne Pathogens, Welding Safety/Hot Work Permits, Fall Protection, Hazardous Material Management, Defensive Driving, Respiratory Protection, Standard First Aid, Powdered Actuated Tools, Aerial Devices, Cranes, Noise and Heat Stress. Depending upon the type of training copies of records can be kept on file in the Supervisor Safety Notebook or the Safety Office.

In-the-Field Training-employee training is provided on-site when conducting random safety inspections to ensure that safe work practices are employed in the field. Copies of inspections and training are kept on file in the Safety Office.