

SAFETY & TECHNOLOGY ORGANIZER

DECEMBER 2012

ENCLOSED

Safety Topic: "Incident Report: Slip/Fall on Ice"

Traffic Bulletin: "Drive Eligibility Requirements"

Safety Meetings are important!

They: get your employees actively involved
encourage safety awareness
help identify problems before they become accidents
motivate employees to follow proper safety procedures

We are happy to provide you with a monthly topic for your agenda.

ROUTE TO:

- General Manager
- Safety Coordinator
- Supervisor Dept. _____
- Other _____
- Date of Meeting _____

Here is a safety incident that we published a year ago that is very timely now that we are getting into the winter weather season.

Incident: Slip/Fall on Ice

WHAT HAPPENED

An employee walking to cylinder storage, stepped on snow covered ice and fell hard on left elbow and twisted back. This employee required surgery on his elbow, along with physical therapy and chiropractic work on his back. The employee missed 50 weeks of work. The Workers Compensation claim will cost over \$125,000.

INVESTIGATION REVEALED

- Ice was present in the yard, which had not been properly salted and cleared
- Footwear the employee was wearing was not adequate for slippery conditions

ACTIONS TAKEN

1. Designate “Snow Care Team” at each Location – when winter weather is present, with the responsibility to monitor parking lots, yards, retail store entrances and any other applicable areas; take action in clearing snow, salting or calling in contractors for additional work.
2. Conducted monthly safety reminders during the winter season, with the following tips:
 - Wear proper footwear
 - Never put hands in pocket when navigating snow/ice – need them for balance and to break your fall
 - Take small steps or shuffle your feet
 - Approaching slick area, test with toe or go slowly
 - Don’t carry large loads



TRAFFIC BULLETIN

December 2012

Driver Eligibility Requirements

Following up on last month's Traffic Bulletin "Qualifying a New Driver", here are some suggestions to consider for driver eligibility requirements. These suggestions have some minimum requirements and some items that would possibly disqualify a driver from being considered for a driver position. These are only suggestions and you are free to modify these to meet your local hiring environment and driver availabilities.

Eligible drivers must:

- Between the ages of 21 and 65
- Have at least two years driving experience or have completed a course of instruction from a driver training school that operates equipment similar to the company
- The appropriate license for the type of vehicle to be operated and the applicable endorsements.
- A current medical examiner's certificate
- The ability to read and write in English
- Have an acceptable driving record.

Acceptable Driving Record Means:

- No major violations in the last three years
- Maximum of three minor moving violations in the last 3 years
- Maximum of one at-fault accident in the last 3 years

Major violation is a citation that involves:

- Any drug or alcohol violation in connection with the operation of a motor vehicle
- Homicide, manslaughter or use of a motor vehicle for felonious purposes.
- Hit and run
- Reckless driving
- A speeding violation 15 MPH or more above the posted limit
- Speed contests, drag racing, or attempting to elude an officer of the law
- Driving while license is suspended or revoked
- Use of a cell phone while driving



TRAFFIC BULLETIN

Minor violations:

- Any moving traffic citation (speeding less than 15 MPH above the posted limit, failure to stop or yield, improper lane change etc.) other than a major violation.
- The following are not moving citations:
- Motor vehicle equipment, load or size requirements
- Improper display or failure to display license plates
- Failure to sign or display registration card