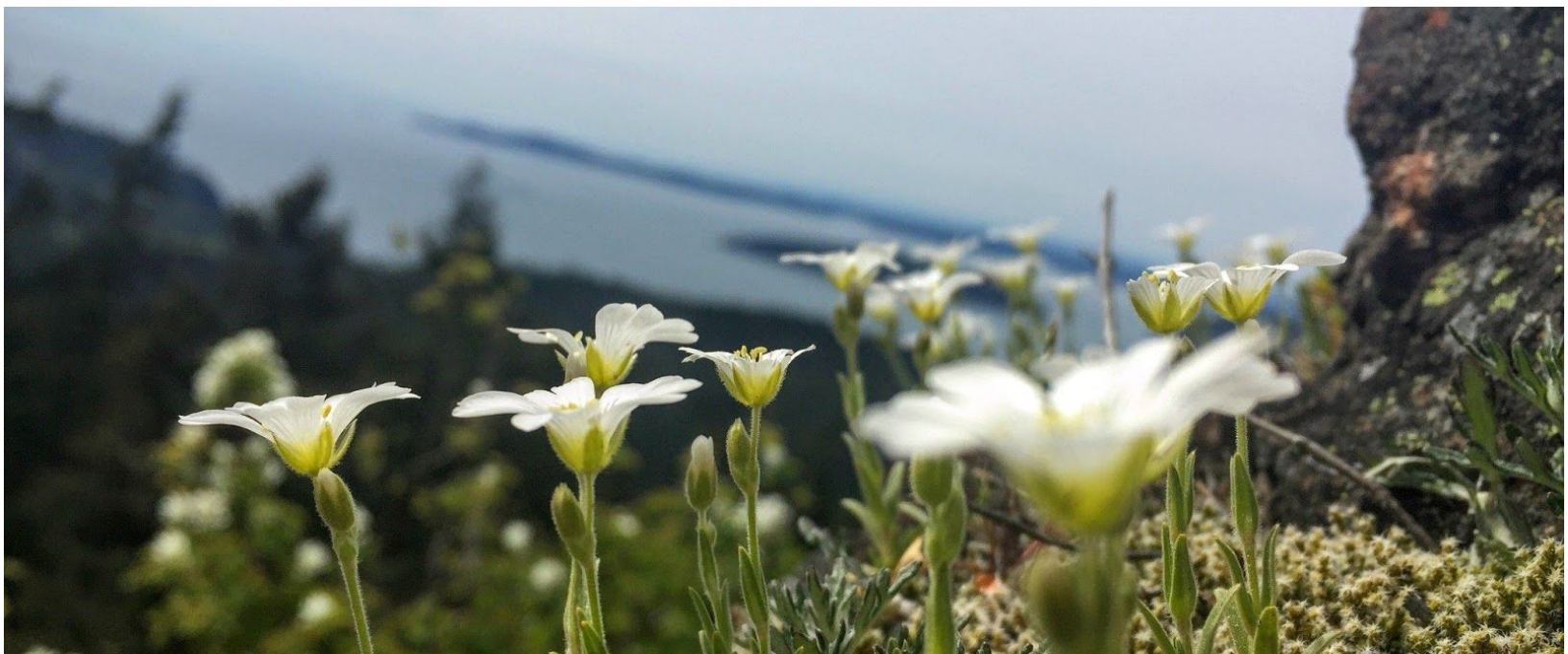


# *OESD 114 Safety & Health* **NEWSLETTER**

QUARTER 3: MARCH 2019 - MAY 2019

## Spring Edition v. 4



### **Welcome to the OESD 114 Workers' Comp Trust Safety & Health Newsletter!**

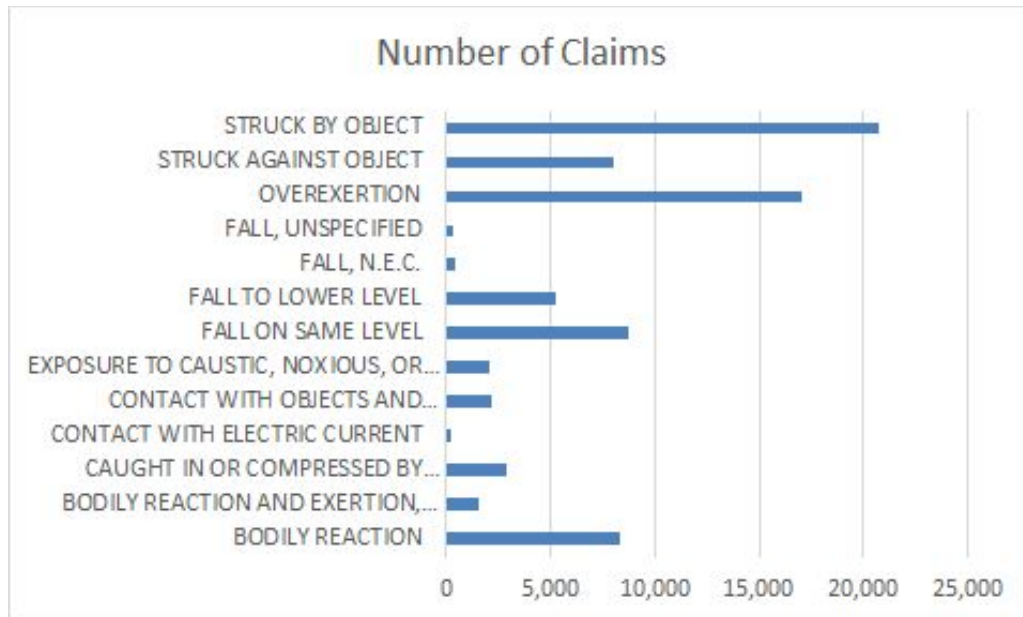
Spring in Western Washington brings warmer weather and rain to help the flowers bloom. It's the perfect time of year to do some spring cleaning and get all those unused items onto the Surplus list before the summer sale! Spring is also a great time to shake off the cold and incorporate good ergonomics into your workday.

#### Topics for this Edition

1. Bulletin Page
2. Benefits of Spring Cleaning
3. Chemical Storage & Safety Data Sheets
4. Basic Ergonomics

## BULLETIN PAGE

### Dept of Labor & Industries 2018 Statistics



### School District Highlights

*South Kitsap* - Kudos to Jay Rosapepe, Director of Transportation at South Kitsap! Jay went above and beyond the requirements of Personal Protective Equipment (PPE) for bus drivers and crossing guards to create a super safe work environment. His standards have set the bar and Jay has been more than willing to share their standard procedures with other districts.

Flaggers will wear the following PPE while flagging:

- Orange, circular, adjustable hard hat
- Reflective vest or jacket
- Retro-reflective gloves for traffic control

- Halo light for morning flagger on certain hazardous roads, any day sunrise is after 6:45 AM
- Reflective pants for morning flaggers any day sunrise is after 6:45 AM

### Calendar

Visit the *BRAND NEW WCT event calendar* for more information!

<https://www.oesd114.org/Page/1142#calendar2854/20190206/month>

*March 12* - L&I presents Introduction to L&I in Tumwater

*March 14* - L&I presents Introduction to L&I in Silverdale

*April 18 - 19* - WAMOA hosts AHERA Building Inspector, Management Planner, and Asbestos Worker Refresher courses from Kyron at ESD 113 in Tumwater

## BENEFITS OF SPRING CLEANING

Spring is a great time to go through offices, storage rooms, sheds, and other facilities to remove items that are no longer used or are unsafe. If the task seems too large, try to set aside a little time each week and soon you'll see the difference!

### Surplus Old Equipment & Furniture

As you're going through your workspace look at tools, equipment, books, or furniture and ask yourself if they are still necessary. If the items have not been used in months or years, have layers of dust, or maybe they are missing current safety features - put them on the Surplus list! You will reduce injury risks and improve indoor air quality by clearing out old items and making more space.

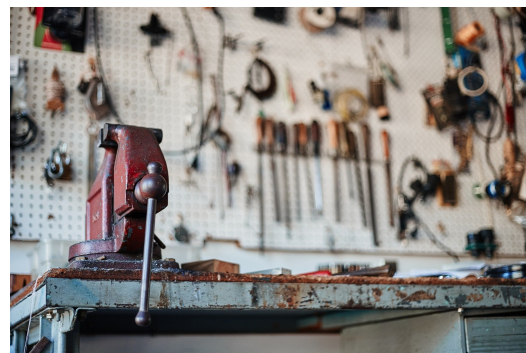
### Safe Storage

WAC 296-800-22035 covers general safe storage practices. Heaviest items should be kept on the ground where they can be lifted by two people, or with assist equipment like a pallet jack. Items that are heavier but can be lifted by one person should be kept at waist height. Lighter items can be kept on mid-low or mid-high shelves. Anything over the head should be very light (approx. 2 lbs or less), have no sharp edges, and not breakable.

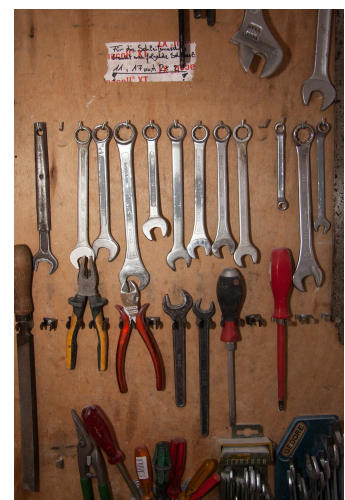


Decorative items kept up long term should be secured if they are heavier, have hard edges, or are breakable. There are many types of products that can be used to safely secure items without damage, such as double sided tapes, velcro tapes, museum putty, etc.

### Good Housekeeping



WAC 296-800-220 addresses housekeeping measures for a safe work environment. Dispose of food wastes promptly in covered containers, and store food in tightly sealed containers to prevent pest infestations. An organized and less cluttered workplace is easier to clean and prevents injuries from trips and falls, falling items, or strains and sprains.



## CHEMICAL STORAGE & SAFETY DATA SHEETS (SDS)

### Chemical Storage

WAC 296-901-14012 discusses secondary label requirements. The WA Dept of Health warns that common household cleaners and disinfectants may not be appropriate for schools and can cause allergic reactions or have other health impacts. If chemicals need to be kept in classrooms, such as SPED rooms, they should be kept locked up in a cabinet away from students.

Read labels on chemicals to store properly, for example any items labeled “flammable” must be kept in an a compliant flammable cabinet (covered in WAC 296-24-33009).

### Safety Data Sheets (SDS) & Secondary Labels

WAC 296-800-180 defines the regulatory process for managing and using SDSs. Copies must be made available to anyone using the product, this includes employees and students. Online copies can be used if everyone using the SDS can access them within a reasonable amount of time (15 minutes). Printed copies are also acceptable, make sure the location is well labeled and visible.



WAC 296-901-14012 covers secondary label requirements. Employers must make sure each chemical container in a workplace has a proper label either from the manufacturer, or one that includes the product name, pictures, and/or

global harmony hazard symbols.

### Indoor Air Quality

According to the WA Dept of Health:

- Fragrances are some of the most frequently identified allergens. They can irritate the respiratory system, cause headaches, and exacerbate asthma.
- Animals shouldn't be classroom residents and should only come to school for educational purposes.
- Maintain three feet of clearance around unit ventilators and don't put items on top of them to block airflow.

## Common Indoor Air Problems



**Moisture**  
**VOCs and Chemicals**  
**Smoking**  
**Dust**  
**Pet Dander**





## ERGONOMIC TIPS FROM OSHA

### Musculoskeletal Disorders (MSD)

Any injury or disorder of the muscles, nerves, tendons, joints, cartilage, and spinal discs. Examples include carpal tunnel syndrome, tendinitis, and bursitis.

Leading Construction MSD Injuries:

- Sprains/strains
- Cuts/lacerations
- Bruises/contusions
- Fracture
- Heat burns

### What is Ergonomics?

Fitting the job to the worker. Risk Factors for MSD Injuries:

- Awkward postures
- Repetition
- Excessive force
- Static posture
- Vibration
- Poorly designed tools
- Extreme temps
- Poor work organization



### Poor Work Organization

- Deadline stress
- Infrequent rest breaks

- Not enough workers
- Inefficient planning
- Lack of supervision
- Poorly designed workspaces

### Personal Injury Prevention

- Stretch before moving objects
- Stretch after long periods of static posture
- Take walks on breaks
- Be aware of your sitting & standing posture
- Try to vary job type throughout the day to avoid excessive repetition



### Employer Injury Prevention

- Supervisors and Leadership should conduct regular walkthroughs to identify risks and evaluate workplace practices, equipment, and postures.
- Job Hazard Analysis (JHA) forms are also a way to assess the hazards of a job and develop ways to prevent injury consistently. L&I recommends JHAs for every job type.