



# Weekly Safety Tip



“Your Connection for Workplace Safety”

Phone: 920-208-7520

*We're about service, commitment, results, and accountability!*

*Our Weekly Safety Tip provides valuable and current safety information relevant for Work, Home & Play.*

*And, you will be kept current on the latest Safety Compliance issues.*



**SCI SAFETY NEWS OR TIP**



**SCI OSHA NEWS OR COMPLIANCE**



**SCI HEALTHYLIVING and WELLNESS NEWS**

**We want to hear from you! Send us your feedback and give us ideas for future safety topics.**

**Let us know how you feel about our new look!**

**Safety Slogan**

**If you think safety is expensive, try ignorance.**

**James Lehrke-SCI**

**OT the week**

## SCI Safety Tip: The Company Holiday Party: Celebration or Bad Hangover?

Sources: <http://www.blr.com>

Date: November 24, 2011

*Having a holiday party and a having a safe time are not mutually exclusive. It's the kind of party an employer throws that may make the difference between a lawful dream and a legal nightmare.*

The culprit for potential legal nightmares resulting from company holiday parties will probably come as little surprise: alcohol. Drunk driving, accidents, injuries, fights, violence, outrageous sexual behavior, exhibitionism, and sexual harassment almost always come down to too much of it.

Courts in most states have ruled that employers who serve liquor may be liable for injuries to spouses, guests, or third parties as a result of accidents caused by intoxication at a company party. The case we reviewed [yesterday](#) is but one example.

### Tips for Avoiding Liability

The safest policy is to have an alcohol-free, family-oriented holiday party for employees. This way the whole drinking-and-driving issue is moot. (Of course, you might still need to make sure employees aren't slipping outside for a smoke and a beer or something stronger).

If, however, alcohol is served, or available, follow some simple and necessary rules:

- **Distribute your substance abuse policy again.** All employees should have read it before, and now they'll have the chance—and obligation—to read it again. Stress it. Post it. Communicate it widely. Include a sentence or two clearly stating that the policy includes not only the use of substances at the workplace, but also at work-related or work-sponsored events. The policy should make clear that over-consumption of alcohol will not be tolerated.
- **Have the party somewhere other than at the workplace** if you are serving alcohol it's best to. It is less likely to be considered a work event.
- **Do not conduct company business at the party.** Don't invite clients and customers to drink with your employees. Don't expect or suggest to employees that they entertain, sell to, or generally imbibe with clients and customers if some appear.

- **Don't require attendance** or even suggest that it's important. Make it strictly voluntary!
- **Have the party planned and managed by employees and supervisors** whom you regard as responsible and levelheaded. They should be the type who think ahead and would be able to deal with various situations before they get out of hand.
- **Give out drink tickets**, and limit them to two apiece. And limit provision of liquor to the tickets—no cash bar. Be sure alcohol service is cut off well before people expect to leave.
- 
- **Hire a professional bartender** who will refrain from drinking at the party, and will know to serve measured amounts of liquor.
- **Serve food**, and lots of it, and make sure that soda, juices, and water are available as well.
- **Have a few employees act as designated drivers**, who don't drink at all, and have the responsibility of driving people home who request rides. Or provide taxis for this purpose. Let all employees know that these rides are available to them.

## OSHA Compliance: Find Out How One Manufacturer Is Winning the War Against CTDs

Source: <http://www.blr.com>

Date: November 17, 2011

*Good programs, effective systems, and strong leadership are among the elements you need to create a safer workplace and prevent CTDs. That's been the experience at Frito-Lay, where reducing CTD risks has been a long-time priority.*

At Frito-Lay, a high rate of soft tissue illness about a dozen years ago led to a corporatewide effort to reduce hazards. BLR spoke to safety coordinator Pat Zimmer at Frito-Lay's Kirkwood, New York, plant, who told us about the company's ergonomics program.

One of the most effective components of the program at the Kirkwood plant, according to Zimmer, is an ergonomics team of about 25 employees. They receive special training and assist with a variety of tasks, from helping with workstation setup to analyzing discomfort and recommending ergonomic fixes.

Other features of the program:

- **Preshift stretching** helps workers warm up and reduces the changes of strains and sprains. Aided by posters showing proper movements, members of the ergonomics and safety committees lead the brief stretching sessions. The focus is on the upper body, back, and legs.
- **An early intervention program** prevents small ergonomic concerns from turning into painful, costly cases. A physical therapist and an occupational therapist serve the plant part-time, and employees can request their services.
- **The plant's 30-60-90 evaluations** are also highly effective. At each of those new employee milestones, a trainer reviews the employee's work habits with an eye for ergonomics and other functional aspects of the job. Results are reviewed during a closed-door session with the employee, the trainer, and the manager.
- **A review of all new equipment for ergonomic risks** by in-house engineers and maintenance personnel is another important part of the program. As needed, they will change heights, adjust wheels, alter handles, or improve adjustability before new equipment is installed on the floor.

Zimmer recommends that any employer seeking to improve manufacturing ergonomics should get rank and file employees involved. "It makes a huge difference when employees take ownership of the program rather than me or a manager. When they own it, they will run with it."

## OSHA Compliance: Ergonomics: Policy and Tactics Part 1

Source:<http://www.blr.com>

Date: November 16, 2011

*Despite improvements in safety practices and management systems, employees continue to be injured in manufacturing worksites. Many injuries are related to awkward postures, bending, and lifting.*

Combating cumulative trauma disorders (CTDs) is a long-term process that relies on continuous improvement. According to the Ohio Bureau of Workers' Compensation (*Ergonomics Best Practices for Manufacturing*), you need a clear and well-supported policy combined with effective tactics to minimize the risk of CTDs in your workplace.

### Policy

Begin by adopting policies that:

- Position ergonomic efforts as part of an overall goal of maintaining and preserving a healthy environment for all employees.
- Give ergonomic efforts the same level of importance as cost reduction, productivity, and quality assurance initiatives.
- Express an expectation of full cooperation by the workforce.
- Designate individuals known to get things done as ergonomic leaders.
- Secure the support of relevant labor groups, if applicable.
- Schedule meetings with employees to present and discuss policy and implementation plans.

Set specific goals that give priority to jobs and areas with greatest risk.

## HEALTHY BITES

Quick Tips for Healthy Living

PREVEA  
Health & Wellness

**Choose an activity that you enjoy.** Team up with a friend or join a class. Ask your family and friends to be active with you. Play games like tennis or basketball, or take a class in dance or martial arts. Everyday activities can add up to an active lifestyle.



*The achievements of an organization are the results of the combined effort of each individual.*

**Vince Lombardi**

What do you think?  
Send us an email at:  
[jconnections@aol.com](mailto:jconnections@aol.com)  
See our bold new look @  
<http://www.safetyconnections.com/>

Read more Source:  
[http://www.brainyquote.com/quotes/authors/v/vince\\_lombardi\\_2.html#ixzz1eq5T2ulb](http://www.brainyquote.com/quotes/authors/v/vince_lombardi_2.html#ixzz1eq5T2ulb)

*In Loving  
Memory of Jessica Lehrke*