



Bulletin Date: Wednesday, May 16, 2018

Bulletin Number: 4

Originator: Executive Director, Physical Plant

Reference: Incident Prevention

Strain, Sprain or Body Positioning:

Employee was assigned to snow removal. Unable to push snow down the steps, stood-up to carry it over to the side of the stairwell and felt a pop in the mid-back.

Root Cause: Body and tool was not properly positioned to lift a load. Load was too heavy to lift.

Safety Moment: When snow removal is assigned, discuss body positioning and proper lifting of loads. Consider using a smaller shovel that limits the amount that could be lifted.

Slip, Trip or Fall:

The employee was walking down a cleared sidewalk with a bucket of salt, stepped onto the metal tactile (handicap) insert at an intersection, slipped and fell onto to back and hit head.

Root Cause: Slippery conditions because of the weather.

Safety Moment: Choose footwear appropriate for the task and conditions. Look at path of travel for things that will cause a loss of balance, traction and grip. Be aware that although walkways may appear clear and safe they still be slippery.

Struck by:

Employee in repair of mechanical equipment struck head on protruding discharge valve resulting in a laceration to the top of head.

Root Cause: Failure to use of proper PPE to protect against injury.

Safety Moment: Wear the proper PPE to protect against injury. Employees working in areas where there is a possible danger of head injury from impact, or from falling or flying objects, or from electrical shock and burns, shall be protected by protective helmets.

Employee was assigned the task to box up components. One of the components slipped and struck employee's hand.

Root Cause: Improper material storage and handling practices. Employee was not wearing proper PPE (gloves) to protect against contact.

Safety Moment: Keep your work area clean and store material in a manner that is safe (not in heights that are unstable). Take time to assess work environment and potential hazards associated and wear appropriate PPE.