

Get in S.T.E.P. Safety Takes Every Person

SAFE -- Staying Accident-Free Everywhere

Voluntary Protection Programs (VPP)

4 Major Elements

1. Management Commitment and Employee Involvement
2. Worksite Analysis
3. Hazard Prevention and Control
4. Safety and Health Training

Tips for Workplace Holiday Safety

Decorating your office can be a fun way to help coworkers enjoy the spirit of the holiday season together, as long as proper safety precautions are observed at all times.

When deciding how to decorate your office for the holiday season, it's important to be mindful of potential safety hazards. The same safety considerations that apply to seasonal home decorations at home also apply in the workplace.

Continued on page 2.....

**GEAR UP!
FOR THE TURKEY!**

DEEP FRIED!

- Keep the fryer in FULL VIEW while the burner is on.
- Place the fryer in an open area AWAY from all walls, fences or other structures.
- Never use IN, ON or UNDER a garage, breezeway, carport, porch or any structure that can catch fire.
- Raise and lower food SLOWLY to reduce splatter and avoid burns.
- COVER bare skin when adding or removing food.
- Check the oil temperature frequently.
- If the oil begins to smoke, immediately turn off the gas supply.
- If a fire occurs, immediately call 911. DO NOT attempt to extinguish the fire with water.

**ARMY SAFE
Fallwinter
NO TIME TO CHILL**

ARMY STRONG
U.S. ARMY CORPUS ENGINEER SAFETY CENTER
<https://safety.army.mil>

ARMY SAFE IS ARMY STRONG
I BANG IN BROTHERS & SISTERS

To All DPW, SE, and FD Chiefs:

If you notice an employee, co-worker, supervisor that has gone that extra step to make your workplace a safe one, email us so we can recognize their efforts.

Consuelo.r.bencomo@us.army.mil
and nancy.hilton1@us.army.mil

Visit these WEBSITES to find more information on Safety!

- <http://www.osha.gov>
- <http://firstaid.about.com>
- <http://safetyathome.com>
- <http://safety.lovetoknow.com>

Have any questions, comments, or suggestion, e-mail me TODAY.
No comment or suggestion to small.

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GOING ON A ROADTRIP FOR THE HOLIDAY?

Preparing YOUR VEHICLE for the holiday travels.

1. Check the tire pressure and inspect for bubbles, nits, cracks, gashes, and uneven wear.
2. Check tire threads with a depth gauge available at any auto parts store.
3. If traveling in the winter, invest in a pair of tire chains.
4. Check all engine fluid levels. Engine oil, brake fluid, power steering fluid, transmission fluid, and coolant are fluids you should check and add if necessary. If ever you getting an oil change, ask the shop to check all your engine fluids and tires.
5. Inspect wiper blades and replace if necessary. Fill wiper washer fluid reservoir with wiper fluid if the level is low.
6. Check your battery, spark plugs, belts, and brakes. If your car is handling funny or makes weird noises, then have a mechanic fully inspect your vehicle. Prepare an emergency kit for your car. Include non-perishable foods, water, jumper cables, first aid supplies, flashlight, and extra engine fluids.



Tips for Workplace Holiday Safety continued.....

- Be mindful of potential fire hazards when selecting holiday decorations and determining where to place them.
- Don't over do your outlets.
- Turn off all decorations before leaving your office. The lights could short out and start a fire.
- If using an extension cord, make sure it is rated for the intended use.
- Use only lights that have been tested for safety by a recognized testing laboratory, such as UL or ETL. This indicates conformance with safety standards. Use only lights that have plugs containing fuses.

OSHA Compliance and Holiday Decorations

- Keep all relevant OSHA regulations in mind when deciding how to decorate your workplace for the holiday. Without proper planning, holiday decorations can result in dangerous tripping hazards. Think carefully before using extension cords to connect lights or to illuminate other types of decorations. Avoid placing Christmas trees, gifts, or freestanding decorations in heavily trafficked areas where people might run into them or trip over them.
- It's also essential to make sure that your holiday décor in no way compromises the ability of workers and visitors to exit the workplace in the event of an emergency. Do not place any type of decorative items in exit corridors or on the sprinklers. It's essential to verify that none of your decorations block exit signage or fire safety equipment.



Have any questions, comments, or suggestion, e-mail me TODAY.
No comment or suggestion to small.

nancy.hilton1@us.army.mil