

Happy 2014

“This is my wish for you: peace of mind, prosperity through the year, happiness that multiplies, health for you and yours, fun around every corner, energy to chase your dreams, joy to fill your holidays!”

-D.M. Dellinger

We hope that everyone had a wonderful holiday season, and are surviving the polar vortex.



Workers Comp Updates

As of January 1, 2014, your insurance company (or you, if you're self-insured) has to submit the First Report of Injury (FROI) electronically.

There's a new form, which your insurance carrier may have sent to you. You can also download it here <http://www.dli.mn.gov/WC/PDF/fr01.pdf>. It is a fill-in PDF, so you can fill it in on the computer, then print it out to send it (or check with your insurer about how they want to receive it).

Some of the changes in the FROI form:

- Boxes, from Sunday to Saturday, can be checked to show the employee's normal work schedule.
- There's a spot to list number of dependents (only needed if there was a death – and we really hope you never have to complete these).

- You can enter more information about the injury severity and outcome. Did the employee return to work with the same employer? What was the extent of medical treatment?
- You no longer need to include the weekly value of meals, lodging, or a second job.

Lost Time Confusion:

- First day of any lost time: For the First Report of Injury, this is any time away from work including time to go to the doctor on the day the injury occurred.
- OSHA Recordkeeping: When you fill out your OSHA log, don't count the day of injury in calculating lost time.

Example: So if Bob starts work at 7 am, is injured at 9 am, goes to the doctor at 10 am, and doesn't return to work until the next day:

On the First Report of Injury, his first day of lost time is the day he's injured. On the OSHA log, he hasn't lost any time because of the injury

Slips and Falls

Slips and falls on snow and ice can be dangerous. They may cause twisted ankles, broken wrists, concussions, and worse. We know of one person who damaged only his dignity, another who broke his wrist, and another who suffered a severe concussion. Certainly the ice and slush tracked indoors make this even more likely to occur—floors are wet and the bottoms of shoes and boots get coated with slippery slush. Maybe we'll have only six more weeks of winter (thank you, groundhog!), but ice will be around for a while. Here are some basic ideas on preventing slips and falls.

Start with your footwear.

- Wear good winter boots with non-slip soles
- Use ice grippers or traction cleats in icy conditions. These are inexpensive rubber and metal pieces that attach to the bottom of any shoe for added traction. They're especially useful when you need to walk on ice.



Traction Cleats



Scan the conditions.

- Pay attention to what you're walking on.
- Look out for black ice, a nearly invisible ice layer. If it looks wet and dark, assume it's slippery.
- Indoors, watch for wet floors and stairs, caused by melting snow.
- Crossing parking lots, roads? Cars may not be able to stop quickly on ice or snow-covered pavement, and could slide in unexpected directions. Give them lots of room.
- Make certain you have a clear path.

Get support when getting out of vehicles

- Hold onto the vehicle as you get in and out of it.
- Don't jump. This is tempting if you're in a tall truck, but it's risky even when the ground is dry. Don't do it.
- Put both feet on the ground before getting out of the vehicle.

Walk like a penguin

- Slow down, move deliberately
- Keep your knees and body loose
- Point your toes and feet out slightly
- Take smaller steps or shuffle
- Use your arms for balance.
 - Keep your hands free and out of your pockets. That lets you extend them out for balance, and use them to help break a fall.

One slight benefit of cold weather: the bulky winter jackets help cushion falls. But prevention is a better strategy.

Regulatory updates

The Supreme Court let stand a lower court ruling that cities have the authority to impose safety regulations stricter than OSHA standards. The case stems from multiple crane accidents that led New York City to pass strict safety rules. That will probably have little impact on Minnesota, at least at this time.

The MPCA continues to work on new air quality permit rules, but it could be two years before we see anything passed and implemented. The problem we're running into with the rules as they now exist: even small shops become classified as major sources, because that's based on their potential to emit, as if they operated all paint guns wide open around the clock.

MSDSLlinks – soon to be SDS Links

Several years ago, CHESS developed an online Safety Data Sheet management program for automotive repair clients and some of our municipalities. For those who subscribe to this service, look for new passwords in March.

We will also be changing the name to SDSLinks (even though Carol thinks MSDSLinks sounds better) to reflect the change in safety data sheets based on the 2012 acceptance of the Globally Harmonized System of classification and labeling of chemicals.

If you are interested in more information or subscribing to SDSLinks, contact Carol or Mark at 651-481-9787.

OSHA Recordkeeping: OSHA 300A log summary

If you have ten or more employees at any time during the year, you must maintain an OSHA 300 log; a log of any injuries or illnesses that occurred at your workplace and that required medical treatment or results in restricted duty (based on a health care provider's report).

According to OSHA, the summary (Form 300A) must be posted between Feb. 1 and April 30, 2014, and should be displayed in a common area where notices to employees are usually posted.

If you have questions about your OSHA 300 log, let us know. The electronic form can be found on [OSHA's website here](http://OSHA.gov/recordkeeping/). OSHA.gov/recordkeeping/

OSHA) developed the grant program in 1997 as a way to give money back to employers to improve safety and, hopefully, reduce injuries.

Over One Million Dollars Obtained for CHESS Clients!

We hit the \$ 1,000,000 mark in OSHA safety grants!

Since 1998, CHESS has been assisting companies with safety grants. Minnesota Workplace Consultation (the non-enforcement part of Minnesota

CHESS has assisted with almost 200 grant application submissions. Of those, 163 have been approved for some level of funding (not always the full amount). Clients have received approval for over \$1,000,000 in help towards completing well over \$4 million in projects. About 10% of all grants have been received by applicants that CHESS helped to apply!

OSHA Recordkeeping and Environmental Deadlines

Note the following deadlines for OSHA recordkeeping, hazardous waste generators and air quality permit holders.

When	What	Who's Affected
Dec 15	Hazardous waste management reports due for Hennepin County	SQG and VSQG hazardous waste generators
Jan 31	Hazardous waste management annual report and license renewal for all metro counties, except Hennepin	SQG and VSQG hazardous waste generators
Jan 31	OSHA 300A log summary – post from February 1 until April 30	Employers with 10 or more employees
March 1	Tier II reports due	Companies that have more than threshold amounts of specific chemicals
Apr 1	VOC reports due (forms should be mailed in mid-Dec to early Jan)	Air Quality Permit B, C and Permit D holders
July 1	EPCRA Section 313 Report due	Certain types of companies with more than 10 employees and who manufacture, process, or use chemicals above specific thresholds
Aug 1	Hazardous waste management reports due for companies outside the metro area	SQG and VSQG hazardous waste generators

Questions? Please do not hesitate to contact us if you have safety-related questions or just need more information about something or the services we offer. Also, please email or phone us (651-481-9787) if you no longer want to receive newsletters, or if you prefer it emailed.

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