

## Minnesota Safety Conference May 14-16

CHESS will be exhibiting again at the Minnesota Safety Conference. If you are attending, visit us in Booth 204. Mention our newsletter for a special gift.

If you are looking for safety related products, including personal protective equipment, fall protection, first aid supplies, and more, this is a great opportunity to talk to different vendors all in one place. We have passes for just the expo. Just call or email us to get your pass.

## Welcome new staff

### Jacob Thorson, EHS Technician

Jacob "Jake" Thorson is our newest employee. He is our waste guy. He joined our staff in April 2013 after working as a quality assurance analyst and director of Hazardous Waste for a Twin Cities manufacturer.

Jake has a B.A. in biology from Concordia University, with emphasis in biotechnology, and a minor in chemistry. Of all our staff, Jake definitely has the best voice, as he has sung in several choirs.

His areas of expertise:

- Hazardous Waste management
- Waste reduction
- Emergency planning
- Regulatory paperwork

## OSHA 300 Summary

Just a quick reminder that the OSHA 300 summary must be posted from February 1 through April 30. The OSHA log itself doesn't get posted, just the summary log. You need to maintain your log for five years, so if you have an employee who was injured in 2011 and re-injured (a flare-up of the same injury), update your 2011 log, and don't list the flare-up on your 2013 log.

## Injury Reporting/OSHA 300 Logs

Remember that for CHESS maintenance clients, we will assist with accident investigations and maintain your OSHA 300 log. You just need to:

- Complete the first report of injury
- Submit it to your insurance carrier
- Delete or cover up the Social Security number and email or fax us the First Report of Injury form.

## Ricky Rubio and You Can Save a Life:

<http://www.heartrescuenow.com/>

The Medtronic Foundation and HeartRescue Project have developed the online Save-A-Life simulator, a reminder and lesson on using an AED. (Ricky Rubio provides some eye candy, as he helps you save a fellow athlete's life.) Try it out – see what you would do, and how easy it is to learn how to help. Share the site with friends and family.

If you are looking for more in-depth first aid, CPR and/or AED training, remember that CHESS offers this training at your work site.



## Employment Posters

The Minnesota Department of Labor and Industry updated employment posters late last year. If you haven't posted them yet, you can print them here.

<http://www.dli.mn.gov/LS/Posters.asp>

### Federal posters

For the federal posters, go here:

<http://www.dol.gov/compliance/topics/posters.htm>

The new FMLA poster can be found through that link. Or go to the direct link, at

<http://www.dol.gov/whd/regs/compliance/posters/fmla.htm>

If you want to order it, instead of printing it out, call 1-866-4-USA-DOL.

Remember you do not have to pay for posters unless you want to. The laminated all-in-one posters are useful, but do not need to be updated each year.

## Ramsey County VSQG Program

A new Very Small Quantity Generator Collection Program, limited to Ramsey County businesses, is now open at Bay West.

[http://www.co.ramsey.mn.us/NR/rdonlyres/85840485-F182-4BB7-944C-FA3A276266C3/32431/hw\\_quarterly\\_spring\\_2013.pdf](http://www.co.ramsey.mn.us/NR/rdonlyres/85840485-F182-4BB7-944C-FA3A276266C3/32431/hw_quarterly_spring_2013.pdf)

## Right to Know

The Minnesota Right to Know standard was revised to align with the recently adopted federal Hazard Communication Standard. OSHA has a new fact sheet available on the December 1, 2013 training requirements.

<http://www.osha.gov/Publications/OSHA3642.pdf>

- Labels will change
- Pictograms will be used
- Two signal words will be used (only "Danger" and "Warning" will be used)
- Material Safety Data Sheets will change to Safety Data Sheets with standard sections.

If you have not already provided training on the new standard to employees, contact CHES about helping with this.

Right to Know written programs will need to be updated as well.

## Abrasive Wheel Checklist

OSHA updated their "Checklist for Abrasive Wheel Equipment Grinders" to incorporate 2007 changes to electrical standards.

- Guards must cover the side of the wheel
- The work rest must be adjusted to within 1/8" of the wheel and the tongue guard within 1/4".
- RPM rating of the wheel must be compatible with the grinder
- Ring test and visually inspect all wheels prior to mounting
- Keep the area around the grinder clean
- Use dust collectors or exhaust systems if there is a large amount of dust generates
- Goggles or face shields (we recommend both) must be worn when grinding
- Grinder should be mounted so it won't move during operation
- Grinders must be grounded and have an individual on/off control switch.

That checklist and the OSHA standard are for abrasive (hard) wheels. If you have a wire brush on the wheel, don't try to keep the work rest so close to the wire.



## AWAIR programs

MN OSHA updated the list of industries that are required to have an AWAIR program, as we've reported previously. AWAIR stands for A Workplace Accident and Injury Reduction program. Companies new to the list of industries required to have an AWAIR program must be in compliance by June 10, 2013.

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MNOSHA states the AWAIR must contain the following information:

1. how managers, supervisors and employees are responsible for implementing the program and how continued participation of management will be established, measured and maintained [safety responsibilities];
2. the methods used to identify, analyze and control new or existing hazards, conditions and operations [hazard identification];
3. how the plan will be communicated to all affected employees so they are informed of work-related hazards and controls [communication];
4. how workplace accidents will be investigated and corrective action implemented [accident investigation];
5. how safe work practices and rules will be enforced [enforcement and discipline].

The program must be reviewed annually.

## May 16 AWAIR Workshop



CHESS, along with the Alliance of Automotive Service Providers-MN (AASP-MN), will be offering workshops to help companies develop an AWAIR program. This is geared for automotive repair facilities, which are new to the list of industries required to have a program. The workshops will be offered on Thursday, May 16. Companies attending will leave with their written AWAIR program. This workshop will also allow companies to review existing AWAIR programs (meeting the annual review requirement).

For more information and to register, go to AASP-MN site

<http://www.aaspmn.org/assets/documents/2013%20awair%20workshop.pdf>



## Electrical safe work practices

This is not a new issue, but is getting more attention. If you have any employees who work on electrical equipment, this applies to you.

What does that include?

- Circuit testing live equipment
- Locking out electrical equipment
- Changing circuit breakers
- Changing light ballasts
- Diagnostics
- Repair

Who might be covered? Maintenance personnel, machine operators, anyone else working with electricity.

Things only have to go wrong once for a catastrophic injury. Rethinking safe electrical work practices will require a shift in culture.

You must always assume a circuit is live until you prove it otherwise. Precautions must be taken when locking out equipment, including circuit testing to ensure the circuit is truly dead. If work is going to be done on live equipment, you have to justify that, including completing an Energized Electrical Work Permit.

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(Electrical safe work practices, continued)

Live work should not be done unless turning off the circuit is a greater hazard (not just inconvenient), infeasible (not just delaying production), or under 50 volts. Only qualified personnel, qualified by way of experience and training, should be allowed to work on electrical equipment.

Arc flash assessments, fire and arc resistant clothing, annual training and a written program are all required components for safe electrical work practices.

## Did you know?

CHESS provides assistance with compliance audits, safety program development, safety training and environmental compliance. Services include:

- First aid/CPR/AED training
- AWAIR program development
- Right to Know programs and training
- Industrial Hygiene monitoring
- Environmental compliance
- Compliance audits
- Safety committees
- OSHA inspection abatement

Whether you are looking for assistance with a specific project or your overall safety program, contact us.

**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. Please contact us by phone (651-481-9787) or email if you no longer want to receive newsletters or if you want them in a different format (email, mail).  
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