



COMPANY NAME: \_\_\_\_\_

Volume 45 Issue 49 December 5, 2022

## Celebrate Responsibly

The holiday season is a time to celebrate. There are plenty of gatherings and parties with friends, family, and co-workers, and alcohol is served at many of them. You could be handed a drink when you walk in the door, and your host could keep your glass full all evening. Be mindful of how much you drink. Alcohol will affect your choices, your actions, your health, and everyone's safety.

According to the National Highway Traffic Safety Administration, 32 people in the United States die in drunk-driving crashes each day. That's 1 fatality every 45 minutes! Choose not to be involved in these tragedies.

Alcohol affects your brain and your body. There are real consequences to drinking too much: You might say things you shouldn't say. You might get offended or argue more easily. Over time, you can develop heart problems and high blood pressure. Importantly, alcohol slows down your perception and reactions which means drinking and driving can be deadly.

There may be legal consequences, too: losing you license, jail time, fines, job loss, and higher insurance rates. If you have your Commercial Driver's License, losing your license could mean that you lose your job.

### Celebrate responsibly—don't drink and drive.

- If you're planning to drink, don't drive. It's against the law to drive drunk. It's extremely dangerous. You could kill someone.

- Arrange for a designated, non-drinking driver to get you home at the end of the night. You and your friends can take turns being the designated driver each time you go out.
- If you've been drinking and you don't have a designated driver, call a cab, a friend, or an Uber.
- If you go out alone, don't drink alcohol. After a few drinks, you may be tempted to drive home, but you'll have no one there to talk you out of it.
- Never get in a vehicle with a driver who has been drinking.
- Don't let others drive drunk. Help them get a safe ride home. You don't want to hear that a friend was in a deadly car accident right after they convinced you they were "just fine."
- Don't be too proud to spend the night on a friend's couch. It's way better than a cot in jail or an autopsy table in the morgue.
- If you take medication, talk to your pharmacist before you drink alcohol. Some medications have dangerous interactions with alcohol.

You can have fun and socialize without putting your life and the lives of others at risk.

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**SAFETY REMINDER**  
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**Always wear your seat belt and make certain that your passengers wear theirs. Seat belts reduce the risk of death by 45%.**

**NOTES:**

SPECIAL TOPICS /EMPLOYEE SAFETY RECOMMENDATIONS/NOTES:

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S.A.F.E. CARDS® PLANNED FOR THIS WEEK:

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REVIEWED SDS #

SUBJECT:

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**MEETING DOCUMENTATION:**

JOB NAME:

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MEETING DATE:

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SUPERVISOR:

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ATTENDEES:

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*These instructions do not supersede local, state, or federal regulations.*



COMPANY NAME: \_\_\_\_\_

Volume 45 Issue 50 December 12, 2022

## Fire Extinguishers

Fire extinguishers are strategically located throughout the jobsite so you can get to one quickly in case there's a fire. But they won't help you if you don't know which one to use, where they are, or when and how to use them. So let's make sure you know more about fire extinguishers so you're ready if a fire ever occurs.

**Know your fire extinguishers.** There are 5 primary types of fire extinguishers: A, B, C, D, and K. They're each designed to put out specific kinds of fires:

- **Type A** is for ordinary solid combustibles like wood, paper, and cloth.
- **Type B** is for combustible and flammable liquids and gases like gasoline, grease, oil, and oil-based paint.
- **Type C** is for fires involving energized electrical tools, equipment, appliances, or anything that's plugged in.
- **Type D** is for combustible metals. These metals are hardly ever found on construction sites.
- **Type K** is for fires in commercial kitchens (not home kitchens) that involve oil and fat.

Most fire extinguishers you'll see will be labeled "ABC." These are multipurpose extinguishers, which means you can use them on almost any small fire that might break out on the jobsite.

**Know where fire extinguishers are located.** There should be extinguishers around the site; look for them so you

know where they are. Forklifts and other heavy equipment should have fire extinguishers on board. There should always be an appropriate extinguisher in or near storage areas that contain flammables or hazardous chemicals.

**Know when you shouldn't use a fire extinguisher.** Don't attempt to fight a fire if you haven't been trained to use a fire extinguisher. Extinguishers are only helpful if you're fighting a small fire, like one in a trash can or sink. Never attempt to fight a fire if it's large, spreading quickly, or close to flammable or combustible materials. Don't fight a fire if smoke is making it difficult to see or breathe.

**Know how to sound the alarm, even for a small fire.** Yell "FIRE" or pull a fire alarm so everyone else knows what's happening and can evacuate. Even if the fire is small, call 911 to get the fire department on their way.

**Know how to use fire extinguishers.** Before you decide to use an extinguisher, make sure you have a clear exit route that is not blocked by smoke or fire. Hold the extinguisher with the nozzle pointed away from you, and pull the pin. Aim at the base of the fire. Squeeze the handle slowly. Then sweep the nozzle from side to side. When the extinguisher is empty, leave right away, whether or not the fire is out. Don't try to use a second or third extinguisher.

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**SAFETY REMINDER**  
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**Keep kids away from stoves, candles, and fireplaces. And keep matches and lighters out of their reach.**

### NOTES:

SPECIAL TOPICS /EMPLOYEE SAFETY RECOMMENDATIONS/NOTES:

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COMPANY NAME: \_\_\_\_\_

Volume 45 Issue 51 December 19, 2022

## Shortcuts Can Be Deadly

You may be tempted to take shortcuts to save time. Maybe the job is behind schedule, or maybe you want to leave early to watch your kid's hockey game. Construction work is dangerous. Taking shortcuts dramatically increases the danger, and it increases the odds that you or someone you work with will get hurt. Taking a shortcut is like making a bet. If you win, you get to your kid's hockey game. If you lose, you miss the game, and you might be missing a hand. The problem with the bet is that you don't know or control the odds.

Experts check those odds when they write safety rules and create safe work practices. Each step of any safety procedure is designed to reduce the possibility of an accident and keep you safe. When you follow the rules and use those safe work practices, you put the odds in your favor—you stack the deck in favor of going home unhurt and in one piece.

### You're taking unnecessary risks when you try to save time by taking shortcuts like these:

- Making do with the wrong tool instead of walking over to the gangbox to get the right one.
- Driving a vehicle or a piece of heavy equipment over the speed limit.
- Using a shipping pallet or a box instead of getting the stepladder you need.
- Not taking the time to buckle your seat belt in a car or a piece of heavy equipment.

- Stepping onto a roof without fall protection.
- Skipping any part of a LOTO procedure.
- Entering an unprotected trench even if it's "just for a second."

### Here are a few ideas to get you in the habit of not taking shortcuts:

- Review the safe work practices for any task you perform, even if it's a task you do often. Take time to make sure you understand how to do the task safely.
- Train new employees. Both you and your trainee learn when you explain and model the safe way to do a task. Teaching a task is a good way to reinforce your own safe work choices.
- Take the time to do the job safely and properly, every time. Don't rush to meet the schedule.
- Be patient with yourself when you realize you've forgotten a tool you need. Take a breath, and calmly walk back to the gangbox to get the right tool for the job.

Before you make the mistake of taking a shortcut, think hard about the odds. Are you willing to take the chance that you or a co-worker could be injured or killed?

### SAFETY REMINDER

**Never skimp on PPE. When you step onto any jobsite, wear your hard hat and safety glasses.**

#### NOTES:

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COMPANY NAME: \_\_\_\_\_

Volume 45 Issue 52 December 26, 2022

## Safety Data Sheets

Safety Data Sheets (SDSs) alert you to the hazards of a specific product or chemical. They let you know the steps you need to take to protect yourself when you use, transport, or store a chemical. So, before you use any hazardous chemical, be sure to read and understand its SDS. Every SDS is written in a specific 16-section format so it's easy for you to find the information you need in order to work safely.

### These are the sections and what they tell you:

- 1. Identification:** names the hazardous chemical, lists its recommended uses and restrictions, and has the contact information for the manufacturer or supplier, including the emergency phone number.
- 2. Hazard Identification:** lists the hazards of the chemical and may include signal words, pictograms, and more.
- 3. Composition / Information on Ingredients:** provides information on the chemical's ingredients.
- 4. First-Aid Measures:** includes first-aid instructions for each route of exposure (skin, inhalation, etc.) and key symptoms.
- 5. Fire-Fighting Measures:** gives recommendations on how to fight a fire caused by or involving the chemical.
- 6. Accidental Release Measures:** explains emergency procedures, lists necessary PPE, and describes methods of containment and cleanup in case there's a spill.
- 7. Handling and Storage:** lists precautions for safe handling and storage, including incompatibilities.

**8. Exposure Controls / Personal Protection:** indicates exposure limits, engineering controls, and PPE that can be used to minimize your exposure.

**9. Physical and Chemical Properties:** lists the chemical's characteristics like appearance, color, smell, flash point, etc.

**10. Stability and Reactivity:** describes reaction risks and changes in appearance that indicate danger.

**11. Toxicological Information:** includes routes of exposure, symptoms of exposure, and the acute and chronic effects the chemical can have on your health.

**12. Ecological Information:** explains environmental effects of a chemical release or spill.

**13. Disposal Considerations:** lists safe ways to dispose of, recycle, or reclaim the chemical and its container.

**14. Transport Information:** explains requirements for shipping and transporting the chemical.

**15. Regulatory Information:** lists regulations from government agencies that control the product.

**16. Other Information:** includes when the SDS was prepared and when it was last revised.

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**SAFETY REMINDER**  
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**Don't assume that similar chemicals have the same hazards. Educate yourself by reading each SDS.**

### NOTES:

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