San Bernardino Community College District

SAFETY FOCUS

DECEMBER 2011

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San Bernardino Community College District

114 S. Del Rosa Drive, San Bernardino, CA 92408

HAVE SAFETY RELATED QUESTIONS? CONTACT:

Whitney Fields, Environmental Health & Safety Administrator
909-382-4070
Steve Sutorus, Business Manager District Safety Officer
909-382-4031
Glen Kuck, Executive Director, DETS Annex Safety Officer
909-384-4317
Michael Strong, Interim Vice President CHC Safety Officer
909-389-3383
James Hansen, Vice President SBVC Safety Officer
909-384-8958
Patrick McCurry, Police Chief Emergency Preparedness Officer
909-384-4491
Sarah Miller District Chairperson District-wide Safety Committee
909-384-8554
Charlie Ng, Vice Chancellor, Fiscal Services Co-Chair-District-wide Safety Committee

SAFETY COMMITTEE MEETINGS—DECEMBER 2011

SAN BERNARDINO VALLEY COLLEGE
12/05/11 & 12/19/11

CRAFTON HILLS COLLEGE
12/12/11

DISTRICT-WIDE
12/9/11

Call your Site Safety Officer for meeting times & locations SBVC X8958, CHC X3383 & DISTRICT X4031

INJURY & ILLNESS PREVENTION

What an Injury Illness Prevention Program (IIPP) Is & How It Works

The Injury and Illness Prevention Program (IIPP) is a basic written program on workplace safety. Title 8 of the California Code of Regulations (T8CCR) section 3203, requires every employer to develop and implement and effective IIPP. An effective IIPP improves the safety and health in your workplace and reduces costs by good management and employee involvement. The 8 required Injury and Illness Prevention Program elements are:

1. Responsibility
2. Compliance
3. Communication
4. Hazard Assessment
5. Accident/Exposure Investigation
6. Hazard Correction
7. Training and Instruction
8. Recordkeeping

To be effective an IIPP must:

Fully involve all employees, supervisors, and management

Identify the specific workplace hazards employees are exposed to

Correct identified hazards in an appropriate and timely manner

Provide effective training (see What Safety Training Do I Need?)

SAFETY TRAINING - December 2011

Crafton Hills College

Injury & Illness Prevention for M&O/Custodians

12/12/11

San Bernardino Valley College

Injury & Illness Prevention for M&O/Custodians

12/05/11

Do you want to know what the Cal-OSHA Standard is on Injury and Illness Prevention? Click on the below link and you can review it anytime.

⇒ *California Code of Regulations, Title 8, Section 3203, Injury and Illness Prevention Programs*

REPORT SAFETY HAZARDS VISIT EH&S AT http://www.sbccd.org/District_Faculty_,-a-,_Staff_Information-Forms/Environmental_Health_and_Safety/Forms/

SAFETY FOCUS

Does My Campus or District Office Have an Injury & Illness Prevention Program?

Absolutely, each Campus and District office location has an Injury & Illness Prevention Program (IIPP). The IIPP is available online and can be accessed anytime. If you have any questions on the IIPP or required safety training, you can contact your Site Safety Officer as well as Environmental Health & Safety.

Managers & Supervisors are responsible for relaying information on where the IIPP can be found and what safety trainings are required for their staff and or faculty. Every employee in the District should know where the IIPP is and should be able to provide access to it on demand from Cal-OSHA or other regulatory enforcement entities. If you have any questions on the IIPP or safety training for your campus or district office location your supervisor should be your primary contact and you may contact:

- ⇒ **James Hansen, SBVC, Site Safety Officer, 909-384-8958 SBVC, IIPP**
- ⇒ **Michael Strong, CHC, Site Safety Officer, 909-389-3383 CHC, IIPP**
- ⇒ **Steven Sutorus, District, Site Safety Officer, 909-382-4031 DISTRICT SITE, IIPP**
- ⇒ **Whitney Fields, Environmental Health & Safety Administrator, 909-382-4070**

CLICK ON THE ABOVE LINKS AND ACCESS YOUR IIPP TO PRINT

INJURED ON THE JOB?

If you are injured on the job, please notify your supervisor immediately—even if the injury doesn't not require medical attention. Instructions and forms are located on the Human Resources website for more information. Injuries that require medical attention—the District has two authorized facilities in the San Bernardino area:

1. **Central Occupational Medicine Providers (COMP) and**
2. **Fox Occupational**

RETURN-TO-WORK

Upon your return to work from an injury or illness, please, make sure that you submit a doctor's clearance to the Human Resources Department.

HOLIDAY SAFETY TIPS- HAPPY HOLIDAYS!

1. **Remove all bones, gristle & hard-to-chew pieces of meat from children under the age of six, to prevent choking.**
2. **Do not include artificial grapes, nuts or holly berries in holiday centerpieces that would provide a chocking hazard.**
3. **Place electrical cords for string of lights at the back of the tree so that they cannot be easily reached by young children.**
4. **Water real Christmas trees daily and completely fill the tree stand to keep the tree needles from drying out.**
5. **When leaving home for several hours, unplug your indoor holiday lights, including those for the tree to avoid the potential for creating a fire hazard.**

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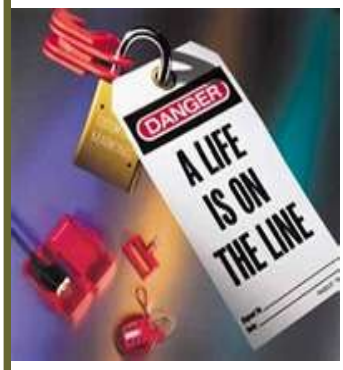
CRAFTON HILLS COLLGE—Updated It's Lock-Out/Tag-Out Program

Did you know, that Crafton Hills College has recently updated it's Lock-Out/Tag-Out Program? Click on to CHC-Lock-Out/Tag-Out Program and check out the new program updates.



Top 10 Most Frequently Cited OSHA Violations

What are OSHA inspectors targeting now? The agency has released its top 10 violations for fiscal year 2011.

The Deputy Director for OSHA's Directorate of Environmental Programs, Patrick Kapust, provided the new list at the National Safety Council's annual Congress. The list includes a mix of general industry and construction standards:

Fall protection in construction (1926.501): 7,139 violations; the Bureau of Labor Statistics (BLS) says 260 workers died in fiscal year 2010 due to violations of this standard.

Scaffolding in construction (1926.451): 7,069 violations; BLS says in FY 2010, 37 workers died because of incidents involving faulty scaffolding.

Hazard communication (1910.1200): 6,538 violations; Kapust says in one fatal incident involving hazard communication, an employee lit a lighter to see the level of material inside a barrel, and the substance ignited. Proper labeling should have indicated how full the barrel was and that the material inside was combustible.

Respiratory protection (1910.134): 3,944 violations; five million workers in the U.S. are covered under this standard and are required to wear respirators at their jobs.

Lockout/tag out (1910.147): 3,639 violations; the average days away from work for employees injured in incidents connected to this standard is 24.

Electrical wiring methods (1910.305); 3,584 violations; employees affected by this standard range from engineers, electricians, and other professionals who work with electricity directly, to office workers and administrative staff who use any type of electrical equipment.

Powered industrial trucks (1910.178); 3,432 violations; BLS says in FY 2010, there were 8,410 injuries connected to use of powered industrial trucks, such as forklifts.

Ladders in construction (1926.1053): 3,244 violations; falls are consistently one of the top three causes of worker fatalities.

Electrical general requirements (1910.303): 2,863 violations; this standard seeks to prevent injuries and deaths from electric shock, fires and explosions.

Machine guarding (1910.212): 2,748 violations; this standard also covers anchoring of equipment.

This list covers the period from October 1, 2010 to September 30, 2011. Source safetynewsalert.com

SAFETY FOCUS

PREVENT the flu!

WASH your hands frequently!

Influenza often spreads when people touch contaminated objects. Frequent hand washing can help protect you.

When should I seek medical attention?

If influenza-related illness is occurring in your area and you think you may have the flu, please contact your primary health care provider.

The flu usually comes on suddenly and may include these symptoms:

- High Fever (Greater than 100 F)
- Cough
- Muscle aches
- Headache
- Congestion
- Sore Throat
- Nausea, vomiting and/or diarrhea

On rare occasions, complications can develop from the flu. It is recommended that you call your primary health care provider if you develop any of the following signs or symptoms:

- Difficulty breathing or shortness of breath
- Pain or pressure in the chest or abdomen
- Confusion
- Severe or persistent vomiting
- Flu-like symptoms improve but then return with fever and worsening

For more information

Log onto the San Bernardino, Department of Public Health website:

http://www.sbcounty.gov//dph/ph_divisions/preparedness_response/pandemic_flu/pan_flu.htm

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT