



SAFETY NEWSLETTER

01/01/2017

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PREVENTING SLIPS TRIPS AND FALLS

EMPLOYEE RESPONSIBILITY

What the law says

Employees have general duties under the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999.

They must take reasonable care of themselves and others who may be affected by their actions and comply with their employers arrangements for managing health and safety.

If you are an employee or working under someone else's control, the law says you must:

- inform your employer of any work situation you consider dangerous, or of any shortcoming in their protection arrangements for health and safety
- use all work items provided by your employer correctly, in accordance with your training and the instructions you received to use them safely

How you can prevent slips and falls in your workplace?

- Report near misses and accidents promptly to your employer
- If you see slip and trip risks, try to sort them out or inform your employer
- Help to keep floors clean and dry
- Clear up spillages straight away
- If you think of ways of preventing contamination (water, oils, cardboard, waste etc) from getting onto the floor, suggest them to your employer
- Avoid causing trailing cables
- Keep place of work clear of obstacles
- Ask your employer to mark slopes and changes of levels
- If there isn't adequate lighting, report it

When is someone likely to slip or trip?

Almost all slips happen when floors are wet or dirty (for example contaminated with water, oil, food debris, dust etc). If the floor has a smooth surface (for example the surfaces of standard vinyl, glazed ceramic tiles, varnished wood and some metal floors are all often very smooth) even a tiny amount of contamination can present a real slip problem.

Trips generally take place on damaged, uneven and badly laid floors or because obstacles have been left where people do not expect to find them.



Tips for Conducting an Injury/Illness Investigation

NOTE: Every employer in California is required to **immediately report (within 8 hours) any serious injury** or illness, or death of an employee which occurs in a place of employment or in connection with any employment to the nearest Cal/OSHA office (California Code of Regulations Title 8, Section 342).

Reportable serious injuries or illnesses include inpatient hospitalization for a period in excess of 24 hours for other than medical observation or in which an employee suffers a loss of any member of the body or suffers any serious degree of permanent disfigurement.

The **purpose** of an investigation is to find the root cause of the injury or illness so the hazard or practice can be rectified to **prevent further occurrences**. It is **not to create blame**.

Visit the scene as soon as possible following an injury or illness. You will be able to obtain facts while they are fresh, interview witnesses before they forget important details, and provide calm and order following the situation.

Interview the injured worker, if possible. "Walk" the injured through a mock re-enactment. This will give you his/her perspective of the factors that led to the injury or illness.

Talk with everyone who has knowledge of the injury or illness, even if they didn't witness it. Interview everyone privately, one at a time (people's recollection can be influenced and/or

changed by other witnesses' accounts). Whenever facts seem unclear, or there is an element of controversy surrounding the accident, consider taking signed statements.

Document details graphically. Take videos, photos, diagram or sketch the scene, and take measurements when appropriate. When a third party appears to be involved, retain evidence. Get the names of involved individuals, addresses, phone numbers, license and insurance information.

Focus on the root causes. Don't jump to conclusions. Try to answer the following questions:

What happened?

How did it happen?

How it could have been prevented?

Was there an unsafe act?

Determine what caused the incident itself, not just the injury.

Had proper training been given or controls in place on that topic?

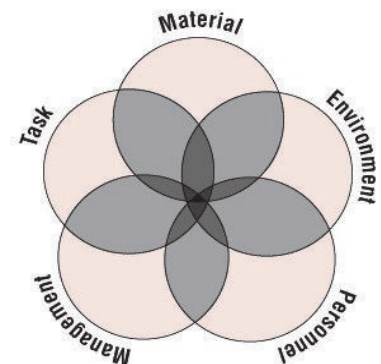
Discuss ideas for prevention with management and interested persons. Two types of controls include:

Administrative controls: Examples are job rotation, enforced rest breaks, stretch breaks, additional training, re-writing policy, enforcing current policy, transfer to another position, restricting work activities.

Physical Controls: Examples are

using slip-resistant shoes, installing guards around equipment (mixers, slicers, etc.), installing better flooring and/or mats, providing carts and hand trucks for material handling, etc.

Follow up with corrective action. Make it visible so everyone is aware of the outcome. This demonstrates your commitment and enhances moral when corrective action is done to improve safety for everyone.



Training Young Workers

According to the Bureau of Labor Statistics, the food services industry is the top employer of teenagers. One study found that 56 percent of young workers polled said they had received no safety training whatsoever before being assigned a new task.

10 Hazards Young Workers Should Know

1. Foodborne illnesses

Frequent hand washing, especially after using the bathroom or handling raw foods such as poultry, can prevent the spread of illness.

2. Slips, trips and falls

Floors must be kept clean and dry and appropriate slip-resistant footwear must be worn. Never carry a load so large that it blocks your vision.

3. Chemicals

Never mix bleach with ammonia; deadly chlorine gas may be released. Know what personal protective equipment you should be using. Always read labels and follow instructions.

4. Strains/Sprains

Never carry more than you can handle comfortably. Ask for help in lifting tables and other heavy objects. Repetitive reaching across tables to place or retrieve dishes can cause pain and muscle strain.

5. Electrocutation

Don't go near an electrical appliance or outlet while standing on a wet floor. Never handle plugs with wet hands. If a cord is frayed or cracked, don't use an appliance. Tell your supervisor. Never go near a person who has received an electrical shock until the power has been shut off.

6. Burns

Avoid exposure to steam. Let hot dishes cool before touching. Check sink water temperatures before plunging hands into water.

7. Cuts

When cutting food, ensure that your fingers aren't in the way if the knife slips. Cut away from your body. Never use fingers to pick up broken glass. Sweep it up. Don't compress a trash bag with your hands or body. It may contain items that could cut you.

If you find a discarded needle, don't touch it. Tell your supervisor.

8. Workplace violence

Ensure back doors to restaurants are kept locked. Know your state or provincial laws regarding how late you can work and whether you should be working alone.

9. Cooking

Know the laws regarding minimum ages for being allowed to work as a cook. Be careful around hot oil. Use correct grease temperature and level. Wear aprons and protective clothing. Know how to extinguish a grease fire (never use water!) Don't reach over hot surfaces.

10. Heat illnesses

Working in a high-temperature restaurant without air conditioning in the dead of summer can cause life-threatening heat stroke. Wear cool clothing, take cool-down breaks and drink plenty of water.

Remember: Teenagers don't necessarily know or recognize workplace dangers.





Your Restaurant is our Passion

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**For more information
about your workers com-
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**Thank you for your refer-
rals! If you're pleased with
us, Please spread the word.**



WORKERS COMPENSATION SAFETY NEWSLETTER

This Complimentary Newsletter is sent to you by

Your Farmers Agent

And

The Sentinel Restaurant Association

Newsletter Designed by Niha Osman

**Please give us your feedback on the newsletter via
email at niha@calsra.com**