

Safety First

Presented by: DON Services

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SAFETY COMMITTEE

- Tom Franz
- Phillip Webster
- Justin Mastrantuoni
- Mark Tobin
- Tinna Miller
- Heather Rockwell
- Jennifer Troxell
- Shirley Goehring
- Neal Jones
- Dustin Chiarini

Please email us at: donsafety@donservices.org with any safety questions.

Welcome to a new year with the DON Services Safety Committee! We would like to review some important information for those of you who are new to our company and the newsletter.

Our Mission Statement: It is one of the guiding principles of DON to protect the health, safety and well-being of all employees. Providing a safe working environment throughout all aspects of DON is an essential duty to all employees and employers involved.

This safety committee is an advisory committee for our upper management. We are here to take any suggestions you may have to help improve the safety of the DON staff both in the office and our attendants. If you have any safety concerns you can contact any member of the safety committee by emailing us at donsafety@donservices.org.

Workers Compensation Rules

No matter how small the incident/accident is you should always protect yourself and report it by following these steps.

- * Call Human Resources **within 24 hours** of the incident to report it.
- * The Human Resources Department will take your report and walk you through the rest of the process.

January 2018 Topic: **SLIPS, TRIPS AND FALLS!!!**

Falls are the second leading cause of Accidental Death! In order to prevent falls we must first understand how fall accidents happen. Sixty percent of falls happen on the same level while the other Forty percent of falls are from a height.

Some common causes of slips are:

- Wet or oily surfaces
- Occasional spills
- Weather hazards
- Loose or unanchored rugs (throw rugs)
- Flooring or other walking surfaces that do not have the same degree of traction in all areas
- Poor tread on shoes

Some common causes of trips are:

- Obstructed view
- Poor lighting
- Clutter in your way
- Wrinkled carpeting (throw rugs)
- Uncovered cables
- Bottom drawers not being closed
- Uneven walking surfaces (ie. steps, thresholds)



The following bullet points are critical in preventing fall accidents.

- Good housekeeping
- Quality of walking surfaces (flooring)
- Selection of proper footwear
- Appropriate pace of walking

Some ways to prevent slips and trips that may lead to falls are:

- Take your time and pay attention to where you are going
- Make wide turns at corners
- Always use installed light sources that provide sufficient light for your tasks.
- Use a flashlight if you enter a dark room
- Ensure that the things you are carrying or pushing do not prevent you from seeing any obstructions.