

# Accidents Take No Summer Breaks

---

While many of you were away from campus, the accident gremlins were not taking a summer break. In fact, LSUS sustained more injuries this summer than during any summer in the past 6 years. Here is a recap:

**MAY:** Visitor slipped and hit head while practicing taekwondo

**JUNE:** Employee tripped on uneven sidewalk

**JULY:** Employee injured foot while unloading trailer

**AUGUST:** Employee injured eye while drilling

Fortunately, none of these injuries were serious. They were, however, all very preventable.

Following all campus accidents, the Safety Guy is required to perform a “Root Cause” Investigation designed to analyze why the accident happened and what can be done in the future to prevent a reoccurrence.

Some of the causes of our recent summer accidents include inattention, lack of proper technique, not using required Personal Protective Equipment, (PPE), and existence of unsafe conditions.

The takeaway - accidents are preventable if procedures are followed and people are vigilant. Check out the piece on page 3 that demonstrates how reporting unsafe conditions CAN prevent accidents.

---

## It's HOT!!!



Sometimes, even in Fall, Louisiana means hot, humid weather. Spending too much time in those conditions can increase your normal body temperature (98.6 degrees) to dangerous levels. Prevent a heat related illness from occurring by following these tips to beat the summer heat:

- Pay attention to weather reports and adjust daily routines accordingly.
  - Schedule physically strenuous activities for cooler times.
  - Dress in light, loose, cotton clothing. Wide-brimmed hats help keep you cool as well.
  - Never leave children or pets inside a car, even if the windows are open.
  - Get plenty of sleep and eat light, nutritious, and non-fatty meals.
  - Be aware that when active in a hot, dry climate salt as well as water are lost in sweat.
-

# From the Safety Guy.....



Welcome back from what is turning into a long HOT summer - please take a look at the article on prevention of heat injuries. Now, more than ever, it is important we work safely and identify unsafe conditions before an accident occurs. Please continue reporting unsafe conditions to either Facilities Services or the Safety Guy in HR.

Later this fall, the Louisiana Office of Risk Management will be on campus for our annual Risk Management Audit. Doing well on this audit will enable us to get a 10% discount on our insurance premiums. However, just as your personal auto insurance rises when you have accidents, our premiums rise when we have injuries such as the ones outline on page 1. Just another reason to work safely!

As many of you know, lab safety is a big concern of the Safety Guy who is delighted to welcome Christopher Stratton to LSUS where he is our Laboratory Technician. I look forward to working with Chris to make all of our labs safer for both faculty and students.

Hope your semester gets off to a great start—just remember the famous safety slogan “ Safety is as simple as ABC - *“Always Be Careful”*”

**SG**

## LSUS Employee Safety Responsibilities

Per LSUS Policy 6.01.00, assigned safety responsibilities are as follows:

### Division and Department Heads

A safe working environment is only achieved through a top-down approach. Division and Department Heads shall promote a safe working environment by setting safety goals and enforcing safety rules. They shall provide appropriate resources and allow time for training to ensure that all employees are properly equipped to perform their duties in a safe manner. They will enforce participation in all safety meetings and training and hold employees accountable for violations of safety policy and lack of participation.

### University Police

University Police provide frontline support for safety and security on campus. University Police shall act as first responders for all safety incidents and conduct an investigation into all incidents. They shall compile a police report and incident report and file those reports with the Loss Prevention Coordinator. It is the responsibility of all Police Officers to be vigilant for safety and security risks and to report them to the Loss Prevention Coordinator.

### Supervisors

Any employee with supervisor responsibilities shall enforce all safety rules

and provide employees with the tools they need in order to perform their duties in a safe manner. Supervisors shall mandate that all employees participate in safety meetings/newsletters.

### All Employees

All employees shall work in a safe manner in compliance with all safety rules and regulations. It is the responsibility of all employees to report incidents and unsafe conditions. All employees shall participate in safety meetings/newsletters and safety trainings. Employees who do not comply with safety rules and responsibilities shall be subject to disciplinary action and

**LSUS Policy Statement 6.01.00 contains our General Safety Rules which ORM requires all employees to review annually. Your acknowledgement of this Newsletter indicates you have reviewed the General Safety Rules**



## *Keep up the good work!*

Hats off to everyone who reports an unsafe condition (BEFORE someone gets hurt!). Here are just some of the unsafe conditions that have been reported by diligent employees:

- holes (multiple reports)
- wasp nests in walkway
- faulty surge protectors
- broken hand rail
- elevator malfunction
- trees blocking visibility
- skunk walking down sidewalk (yes, it was reported)

Here are some conditions that were not reported ***and later caused an injury:***

Holes  
Slippery entranceway  
Loose cord in office  
Loose and broken glass

---

## *You connect the dots!!!!*



### *SAVE THE DATE!*

2019 Annual Enrollment

Benefits Fair

Tuesday October 8<sup>th</sup>

9:30 am – 12:30 pm

Presentations in Caddo Bossier Room

***FLU SHOTS AVAILABLE - bring insurance card and ID***

# LSUS General Safety Rules

Each year, LSUS is required to conduct training on the General Safety Rules which are listed below. The General Safety Rules are located in LSUS policy 6.01 which may be found on the LSUS website. Please read our rules and direct any questions to the Safety Guy

1. No smoking on campus.
2. Horseplay and fighting will not be tolerated in the work place.
3. Before beginning work, notify your supervisor of any permanent or temporary impairment that may reduce your ability to perform in a safe manner.
4. Operate equipment only if you are trained and authorized.
5. Immediately report any recognized potentially unsafe condition or act to your supervisor.
6. Immediately report accidents, near misses, and property damage to a supervisor regardless of the severity.
7. Report any smoke, fire, or unusual odors to your supervisor immediately.
8. Use proper lifting techniques. For objects exceeding 50 pounds in weight, the immediate supervisor shall determine specific methods for safe lifting.
9. If your work creates a potential slip or trip hazard, correct the hazard immediately. Special attention should be paid to electrical cords that stretch across walkways.
10. Fasten restraint belts before starting any motor vehicle.
11. Obey all driver safety instructions.
12. Comply with all traffic signs, signals, markers, and persons designated to direct traffic.
13. Adhere to departmental rules regarding first aid, evacuation routes, and fire department notification.
14. Adhere to departmental rules and procedures specific to departmental operations.
15. Assist and cooperate with all safety investigations and inspections and assist in implementing safety procedures as requested.

***WORKING SAFELY SAVES LSUS MONEY!!!!***

