

*“Tornados pose our greatest threat to life and property at LSUS”*

The Safety Guy, 2012

## Tornados Are Our Biggest Weather Threat

While our colleagues in south Louisiana fret over massive hurricanes such as Katrina, our biggest threat in north Louisiana is killer tornados. Unlike hurricanes, tornados form quickly, move very fast, and are quite unpredictable. While damage from tornados is not generally widespread (as in a hurricane), they are intense and deadly at the point of impact.

We are beginning the traditional tornado season in north Louisiana. Later in the spring we will conduct a tornado drill in conjunction with Caddo Parish. Please use this drill as an opportunity to educate your employees and students on the appropriate response to a tornado. (see below)



The Alumni House at the University of Southern Mississippi following a recent tornado

### ***When a Tornado Hits.....***



**Move to the ground floor, center hall of the building**

**Close doors as you leave**

**Stay away from glass windows and doors with glass panes**

**Do not use the elevator**

**Do not leave the building or attempt to drive**

## *From the Safety Guy.....*



It is hard to believe that Mardi Gras is here already. The Safety Guy hopes everyone behaved themselves during the festivities.

Unfortunately, the past 6 months have not been good for LSUS in the safety arena. We have had multiple "Workman's Compensation" accidents which are accidents where the employee is injured and needs medical attention. One of these accidents involved "lost time" where the injury was so serious that the employee could not work for several weeks. Sadly, all of these accidents were preventable. All WC accidents cost our university money.... money that could be used elsewhere. Please make every effort to work safely and help those around you work safely. If you think it might be unsafe then it usually is!

In November we hosted the Office of Risk Management during a required full audit of our Safety Program. Even though we scored a respectable 89%, this was well short of our normal standard. Safety

Guy will be working with Department Heads to address those areas where we slipped.

Please take note of the tornado safety information on the front page. It seems to be an early spring so we are already in the heart of tornado season.

**SG**



**Accidents Cost LSUS \$\$\$\$\$\$**

## **Risk Management FAQs**

Q: Where can I find the LSUS Safety Program?

A: Our Safety Program consists of 15 LSUS Policy Statements located on the website under "Policies and Manuals". These policies are aligned with the ORM audit checklist and specify departmental responsibilities and university wide procedures. They are a great read!

Q: Who do I notify in case of an accident, regardless of whether someone is injured?

A: All accidents and incidents, regardless of severity or injury should immediately be reported to a supervisor or directly to Campus Police. In the event of an injury, Campus Police will determine if medical care outside of first aid is required. In the event of a life/death injury (heart attack etc), 911 should be called first followed by a call to Campus PD who will assist outside first responders to the accident scene.

Q: What if I am driving on university business and am in a wreck off campus or in another city?

A: Immediately notify both local authorities and LSUS.

Q: How do I nominate someone for the highly coveted LSUS Safety Recognition Award?

A: Nominations may be made to the Safety Guy in Human Resources (Room AD109)

# Time for Our Favorite Annual Training!!!!

All LSUS staff and faculty, including adjuncts, graduate assistants, and student workers must complete the following actions for 2017 no later than **March 20, 2017**:

## **Instructions to complete Ethics Training**

Use the following link to access the Ethics Training. <http://eap.ethics.la.gov/EthicsTraining/login.as> As in past years, you will be asked to log in with the ID and password you established the first time you took the training. If you have never taken the training you may register and set up your account.

1. Take the 1 hour Ethics Training (yes, it is pretty “dry”) and prepare a Certificate of Completion per the instructions.

E mail, fax, or send a hard copy of your certificate to **Stella** in HR ([stella.mcmillian@lsus.edu](mailto:stella.mcmillian@lsus.edu))

This link is also on the LSUS HR web page

## **Instructions to complete Sexual Harassment/Title IX Training**

Use the following link to access the Sexual Harassment Training:  
<http://pages.lsus.edu/hr/sexualharassment/story.html>

1. Take the Sexual Harassment/Title IX Training and complete the exam at the end.

2. Print your test score results after you have passed the test

E mail, fax, or send the test score results page to **Stella** in HR ([stella.mcmillian@lsus.edu](mailto:stella.mcmillian@lsus.edu))

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## What is “LO/TO?”

LO/TO is an acronym for Lock Out/Tag Out which is a process to ensure employee safety by identification of devices that have been turned off or shut down while they are being repaired or when a hazard exists. The Department of Facilities Services manages the LSUS LO/TO Program and will coordinate placement of all LO/TO devices on campus.

Examples of LO/TO devices are pictured below. **NEVER** remove or touch one of these safety devices or attempt to operate anything that has been locked or tagged. Never reset a circuit breaker, even if it is not locked out – it tripped for a reason and should be reset only after Facilities Services has identified and corrected the cause of the problem. If you observe equipment that is not operating properly, immediately discontinue use and report the problem to Facilities Services.



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