

# SAFETY ADVISOR

DECEMBER 2014

Happy Holidays Means Safety

## “Hand Washing”

Hand washing is an easy, inexpensive, and effective way to prevent the spread of germs and keep us healthy.

Hand washing gives us the opportunity to take an active role in our own health. Most hand washing studies have focused on child care or health care settings. The few that have looked at workplace settings show that promoting clean hands results in fewer employee sick days.

### Improving Health

Germs can spread quickly. A healthier community means healthier employees. Hand washing education in the community:

- Reduces the number of people who get sick with diarrhea by 31%.
- Reduces diarrheal illness in people with weakened immune systems by 58%.
- Reduces respiratory illnesses, like colds, in the general population by 21%.



### Saving Time and Money

Hand washing is one of the best ways to avoid getting sick and spreading illness to others.

Sick employees are less productive even when they come to work.

They may also spread illness to others at work. One recent study promoting clean hands in corporate environments showed:

- Fewer employee illnesses.
- Less use of sick days.

### Helping Families and Workforces Thrive

Employees with healthy children spend less time away from work taking care of sick children, are more productive at work when not dealing with family illness, and get sick less often themselves.

Employers should promote employee hand washing and encourage them to also:

- Teach their children good hand washing technique.
- Remind children to wash their hands.
- Wash hands with their children.

For more details, visit

[www.cdc.gov/handwashing](http://www.cdc.gov/handwashing).



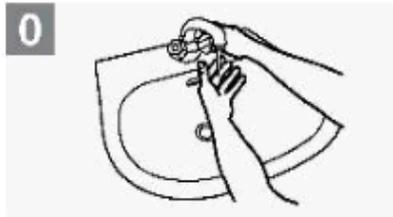
### INSIDE THIS ISSUE:

Hand Washing	1
How to Hand Wash	2
Spreading Illnesses	3
Drive Sober	4
Drive Sober Poster	6
Holiday Safety Tips	7
Holiday Lifting	8
Word Search	9
Safety Slogan	10
Satisfaction Survey	11
Calendar	12

# How to Handwash?

WASH HANDS WHEN VISIBLY SOILED! OTHERWISE, USE HANDRUB

**Duration of the entire procedure: 40-60 seconds**



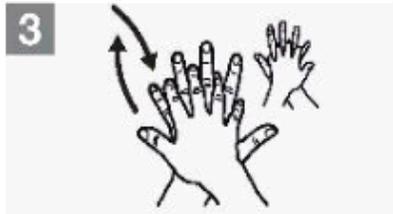
Wet hands with water;



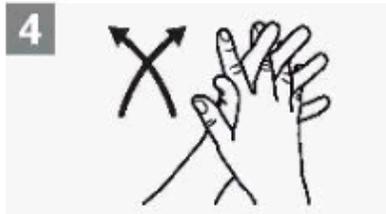
Apply enough soap to cover all hand surfaces;



Rub hands palm to palm;



Right palm over left dorsum with interlaced fingers and vice versa;



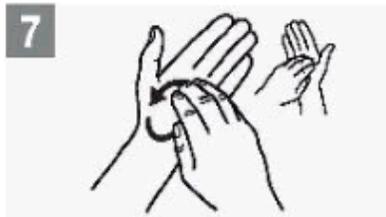
Palm to palm with fingers interlaced;



Backs of fingers to opposing palms with fingers interlocked;



Rotational rubbing of left thumb clasped in right palm and vice versa;



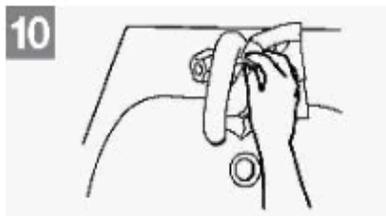
Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;



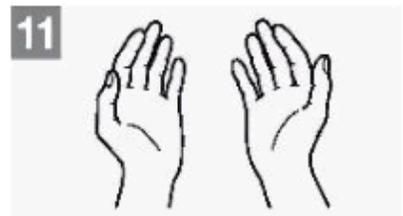
Rinse hands with water;



Dry hands thoroughly with a single use towel;



Use towel to turn off faucet;



Your hands are now safe.

## Spreading Illnesses

On the one hand, you really need to show up for work. On the other hand, if you show up for work when you're sniffling, sneezing, coughing, feverish, and miserable, how much work are you really getting done? And how many of your coworkers will call in sick the following week, because of their exposure to you, someone who should have stayed home and didn't?

Here's some guidance for you on how to keep from spreading illnesses all around the workplace.

### **Get Vaccinated**

Many infectious diseases can be prevented by vaccinations, including the common annual bout of influenza. The Center for Disease Control (CDC) now issues vaccination recommendations for adults that include booster shots for illnesses workers may have been vaccinated against as children, and for other diseases based on age, health status, and other factors.

Every year, though, everyone who's not allergic or immunocompromised should get a flu shot, including pregnant women.

### **Stay Home**

Workers who develop a fever should stay home. Adults are less likely to be feverish than children, though, so how do you make the call? If you're in the first few days of a cold, you're highly contagious and need to stay home. Vomiting and diarrhea are also important signs that you have something contagious and should stay home. Consider taking medical leave for at least the first few days of an illness, until symptoms subside.

### **Disinfect**

Because infectious agents can survive on surfaces, it's important to regularly disinfect frequently touched surfaces, especially during cold and flu season. Light switches, door knobs, desk and counter tops, drawer pulls, phones, and keyboards are commonly contaminated surfaces that should be swabbed down with a disinfecting wipe at least once a day.

There are lots of things you don't want spreading through your workplace such as infectious diseases, carelessness, and disregard for safety.

### **Wash Your Hands**

Hand washing is one of the most effective ways to prevent the spread of disease. Follow the techniques as previously illustrated on page two of this *Safety Advisor*.

<http://safetydailyadvisor.blr.com/2014/11/when-its-not-nice-to-share-prevent-the-spread-of-diseases-in-your-workplace/>

## **Don't Spend the Holidays in Jail Drive Sober or Get Pulled Over**

**It's the most wonderful time of the year---until you get a DUI.**

- For many Americans “holiday cheer” involves consuming alcohol at parties and holiday events. So it comes as no surprise that there’s a spike in drunk driving crashes each December.
- During the 2012 holiday period (December 12-31), there were 1,698 people killed in crashes on our Nation’s roads, and almost a third (31%) of those fatalities were in drunk-driving crashes. On Christmas Day, 26 people were killed by drunk drivers.
- Over the entire month of December 2012, a staggering 830 people lost their lives in crashes involving a drunk driver.
- Drunk-driving fatalities happen around the holidays year after year. In crash fatalities in December from 2008-2012, there were a total of 3,994 people killed in crashes that involved drivers with blood alcohol concentrations (BAC) of .08 grams per deciliter or higher.
- According to the National Highway Traffic Safety Administration, 33,561 people were killed in motor vehicle traffic crashes in 2012, and 10,322 of those fatalities occurred in drunk-driving-related crashes. More than one in five crash fatalities that year occurred in a crash that involved a drunk driver with a BAC at or above .15, almost double the legal limit.
- Compared with other age groups, teen drivers are at greater risk of death in alcohol-related crashes, even though they’re too young to legally buy or possess alcohol. Nationally in 2012, 28 percent of the young drivers (15 to 20 years old) killed in crashes had a blood alcohol concentration (BAC) of .01 grams per deciliter (g/dL) or higher.
- Too many drunk drivers aren’t learning the lesson the first time: in 2012, more than half (53%) of the drunk drivers in fatal crashes had at least one previous DUI conviction on their record.

### **You're not above the law—drunk driving will cost you**

- In every state, it’s illegal to drive with a BAC or .08 or higher, but some people seem to think they’re above the law. So law enforcement nationwide is cracking down on drunk driving this holiday season. *Drive Sober or Get Pulled Over.*
- There’s no happy holiday ending to drunk driving. The risks just aren’t worth it; you could find yourself in the back of a police car headed to jail, or worse you could kill someone or end up seriously injured or dead yourself.

- Law enforcement actively looks for drunk drivers, especially around the holidays. If you are caught driving over the limit, you will be arrested.
- Some drivers think they can just refuse a breathalyzer test if they get pulled over, and avoid the consequences of a DUI. Not true. In many jurisdictions, refusing to take a breath test results in immediate arrest, the loss of your driver's license, and the impoundment of your vehicle.
- Consider the legal and financial costs of driving while impaired. You not only face jail time, the loss of your driver's license, higher insurance rates, and dozens of other unanticipated expenses ranging from attorney fees, court costs, car towing and repairs, and lost wages due to time off from work. There's also the added humiliation and consequences of telling family, friends and employers of your arrest.

### **Plan a sober ride home for the holidays.**

- Before you attend that office party or holiday open house, make a plan to get home safely. If you plan on drinking, designate a sober driver ahead of time and leave your keys at home, or program the phone number of a friend or local taxi service to your phone.
- Before you take your first sip of alcohol, have your plan in place. If you wait until you're too impaired to drive, you're more likely to make an impaired decision. Alcohol affects your judgment, so you might think you're "okay to drive" when you're not.
- Even one drink can impair your judgment and reaction time and increase the risk of getting arrested for driving drunk or worse, having a crash.
- If you have been drinking, there's always another way to get home safely. You can call a taxi, phone a sober friend or family member.
- Some DUI offenders say the reason they drove drunk was because they didn't want to spend money on a cab. The average DUI costs \$10,000. Wouldn't you rather pay cab fare?
- Help others be responsible, too. If someone you know is drinking, do not let that person get behind the wheel. They'll thank you for it.
- Call the police if you see someone driving drunk. It *is* your business. Getting drunk drivers off the roads saves lives.

**Keep your holidays happy and safe. *Drive Sober or Get Pulled Over.***



DRIVE  
SOBER  
OR NO KISSES UNDER THE  
MISTLETOE  
FOR YOU.



avoid  
the  
holiday  
buzz buzzed driving is drunk driving.

[holidaybuzzed.com](http://holidaybuzzed.com)

## Top 10 Holiday Safety Tips



### **1. Inspect electrical decorations for damage before use.**

Cracked or damaged sockets, loose or bare wires, and loose connections may cause a serious shock or start a fire.



### **2. Do not overload electrical outlets.**

Overloaded electrical outlets and faulty wires are a common cause of holiday fires. Avoid overloading outlets and plug only one high-wattage appliance into each outlet at a time.



### **3. Never connect more than three strings of incandescent lights.**

More than three strands may not only blow a fuse, but can also cause a fire.



### **4. Keep tree fresh by watering daily.**

Dry trees are a serious fire hazard.



### **5. Use battery-operated candles.**

Candles start almost half of home decoration fires (NFPA).



### **6. Keep combustibles at least three feet from heat sources.**

A heat source that was too close to the decoration was a factor in half of home fires that began with decorations. (NFPA).



### **7. Protect cords from damage.**

To avoid shock or fire hazards, cords should never be pinched by furniture, forced into small spaces such as doors or windows, placed under rugs, located near heat sources, or attached by nails or staples.



### **8. Check decorations for certification label.**

Decorations not bearing a label from an Independent testing laboratory such as Underwriters Laboratories (UL), Canadian Standards Association (CSA) or Intertek (ETL) have not been tested for safety and could be hazardous.



### **9. Stay in the kitchen when something is cooking.**

Unattended cooking equipment is the leading cause of home cooking fires (NFPA).



### **10. Turn off, unplug, and extinguish all decorations when going to sleep or leaving the house.**

Unattended candles are the cause of one in five home candle fires. Half of home fire deaths occur between the hours of 11:00 p.m. and 7:00 a.m. (NFPA).



## Lifting During The Holidays

Poor Santa! So many presents; so little time. And that sack, and those trees! They weigh a ton. What does that mean for Santa and his millions of helpers? Back strain, pulled ligaments, dislocated discs. Yes, for many people, the holiday season can be a real pain. Hanging lights, lifting boxes of decorations, hauling a tree into the house, the holidays feature a lot of heavy lifting. But without proper form, that heavy lifting may turn your holiday cheer into dread if you end up with an injury! Read on to help you avoid injuries with these safe lifting tips.

First, always practice proper form when lifting to help protect your body from injury. When you're lifting, it's important to remember "nose over toes." If you're lifting and twisting your body, your nose is no longer over your toes. This leads to improper posture and puts you at risk for injury.

As you get all those boxes out of the attic or carry all of your shopping bags in from the car you should not try to take on too much at once. One of the most common mistakes people make is carrying too much at one time. Make several trips and keep your path clear of other boxes or bags.

From stretching to shoes, here are seven other tips to remember:

- Stretch before handling any heavy load to warm up your muscles for the work ahead.
- Squat with your back straight and your stomach muscles tight when you're lifting or lowering a load.
- Keep your arms close to your body. Rather than overreach or overextend to get something, take a few steps closer to put less pressure on your upper body.
- Position your feet shoulder width apart, staggered, and facing the load.
- Make your movements controlled and smooth where possible and try to avoid sudden movements.
- Align your shoulders, nose, and toes with the load to keep yourself centered.
- Wear proper footwear. Always wear comfortable and properly fitting shoes, and be sure they are slip-resistant if possible.



# Word Search Puzzle



BATTERIES  
CANDLES  
CHRISTMAS  
COUGH  
DECEMBER  
DECORATIONS  
DISINFECT  
DRIVE SOBER  
ELECTRICAL  
FAMILY

FEVER  
HAND WASHING  
HANUKKAH  
HOLIDAYS  
IMMUNE  
KWANZAA  
LIFTING  
LIGHTS  
NOSE OVER TOES  
PEARL HARBOR

POLICE  
POSITION  
PRESENTS  
SAFETY  
SANTA  
SNEEZING  
SNIFFLING  
SOLTICE  
STRETCHING  
VACCINATION

**The Safety Advisor puzzle is generated from the  
<http://school.discoveryeducation.com/puzzlemaker>.  
Omissions or errors are possible and are the sole responsibility of the program  
and not the producers of this Newsletter.**

# SAFETY SLOGAN

THEY'LL  
SEE YOU  
BEFORE  
YOU SEE  
THEM.

DON'T DRINK & DRIVE.



“Adhere to the *PLAN* and focus on the *SAFETY* factor for the job at hand.”

Doni Laney

District Five Safety and Health Manager



This monthly newsletter is produced in the State Safety Office by Mark Eacker. For content information, please call or email the editor, Mark Eacker, at:

850-414-4176 / [mark.eacker@dot.state.fl.us](mailto:mark.eacker@dot.state.fl.us)

Our internet address is: [www.dot.state.fl.us/safety](http://www.dot.state.fl.us/safety)

Our intranet address is: [Infonet.dot.state.fl.us/safetyoffice/](http://Infonet.dot.state.fl.us/safetyoffice/)



**Safety Advisor Customer Satisfaction Survey**

**We are interested in your opinion. In order to better serve your needs, please take a moment to fill out this brief questionnaire. Send to:**

**Local Fax: 850 414 4221**

**Via US Postal Service (or inter-office mail) to the address shown below:**

**Attention: Industrial Safety  
Florida Department of Transportation  
605 Suwannee Street, MS 53  
Tallahassee, Florida 32399-0450**

Survey Questions	Yes	No
Are the Safety Advisor topics relevant to your day to day job?		
Do you use the Safety Advisor in any manner other than read it?		

What would you suggest to improve the suitability of the Safety Advisor to your needs or to improve the overall quality? (Please be specific)

---

---

---

---

---

Do you have any questions regarding Industrial Safety programs and/or operations? Please feel free to include your questions or comments.

---

---

---

---

---

**Safety Slogan of the Month Entry Form**

**You are encouraged to submit safety slogans at any time**

**Slogans are judged on originality**

**You may also email your slogans to [mark.eacker@dot.state.fl.us](mailto:mark.eacker@dot.state.fl.us)  
In the subject line of your email please write "Safety Slogan Entry"**

Please Print  
Safety Slogan

---

---

---

---

---

---

Name: \_\_\_\_\_ Location/Office: \_\_\_\_\_

District: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3	4	5	6
7 <i>National Pearl Harbor Remembrance Day</i>	8	9	10	11	12 <b>PAY DAY</b>	13
14	15	16 <i>Hanukkah</i>	17 <i>Hanukkah</i>	18 <i>Hanukkah</i>	19 <i>Hanukkah</i>	20 <i>Hanukkah</i>
21 <i>Winter Solstice</i> <i>Hanukkah</i>	22 <i>Hanukkah</i>	23 <i>Hanukkah</i>	24 <i>Hanukkah</i>	25 <i>Christmas</i>	26 <b>PAY DAY</b> <i>Kwanzaa</i>	27 <i>Kwanzaa</i>
28 <i>Kwanzaa</i>	29 <i>Kwanzaa</i>	30 <i>Kwanzaa</i>	31 <i>Kwanzaa</i>	1 <b>HAPPY NEW YEAR 2015</b> <i>Kwanzaa</i>	2	3

### THE MONTH OF DECEMBER

December 2014 is Observed as	Universal Human Rights Month; Safe Toys and Gifts Month.
Birthstone	Turquoise & Blue Topaz.
Fruit & Veggies for the Month	Comice Pears; Kumquats; Sapote; Pepino melon; Cherimoya; Ugli fruits; Parsnip; Beets; Turnips; Rutabaga; Celery; and Horseradish.
December Flower	Narcissus & Holly.
Astrological Signs	Sagittarius (till 21th) & Capricorn (22nd →).
Other December Dates & Events	National Drunk & Drugged Driving (3D) Prevention Month.