



The Porcelain Press

NSWC Indian Head Division
Safety Department Newsletter

10th InSTALLment

Distributed to a Restroom near you

August 2007/September 2007

What You Can Do Yourself

Here are some tangible things you can do to take personal responsibility for safety.....

1. Avoid unsafe acts.
2. Be vigilant in looking for safety hazards.
3. If you see a hazard, correct it or report it to your supervisor immediately.
4. Make sure you know what constitutes a safety hazard. If you don't know, ask.
5. Be an active participant in all safety training sessions.
6. Adhere to all Activity safety policies and procedures.
7. Report all accidents, injuries and illnesses to your supervisor immediately.
8. Keep your own work area clean and clutter free.
9. Stay alert at all times.
10. Be sure you know what to do in the event of an emergency.
11. Inspect tools and equipment each time you are preparing to use them.
12. Always use the right tool for the job.
13. Know when and where PPE is required and use it.
14. Plan every job before you start, making special note of potential hazards.
15. Avoid taking safety shortcuts.
16. Never perform a hazardous job without having received proper training.
17. Avoid engaging in horseplay.
18. Keep an eye on your co-workers, looking out for their safety as well.
19. Look for safer ways to perform tasks and, if you come up with one, take some time and discuss it with your supervisor.
20. Remember to take safety home with you. Accidents happen off the job, too.

You shouldn't have to search for safety in your workplace, but see how many times you can find the word safety below.....

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Ask the Safety Wiz

Send your questions to the Safety Wizard at
raymond.geckle@navy.mil

Dear Wiz: I've never written to you before, but I really need your advice. I have suspected for some time now that my spouse has been cheating on me. The usual signs, phone rings but if I answer, the caller hangs up. My spouse has been going out with "the friends" a lot recently although when I ask their names they always say, "Just some friends from work, you don't know them." Anyway, I have never approached the subject with my spouse. I think deep down I just didn't want to know the truth, but last night they went out again and I decided to really check on them. Around midnight, I hid in the garage behind some boxes so I could get a good view of the whole street when they arrived home from a night out with "the friends." It was at that moment, crouching behind the boxes that I wondered what type of safety hazards are in my garage? - A. N. *Guish*

Dear Guish: Bet you didn't know the garage is a dangerous place to be. Your chances of slipping and falling, stepping on something sharp, or being hit on the head by a falling box is much higher than, say, being cheated on by your spouse. Here are some tips to keep you safe:

- Make sure poisonous products and hazardous chemicals have child-resistant caps, are clearly labeled and are stored in a locked cabinet.
- Store shovels, rakes, lawn chairs, bikes and other sharp and large objects on the wall and out of high traffic areas.
- Store gasoline in small quantities only and in a proper, tightly sealed container labeled "gasoline."
- Make sure your garage is well lit.
- Always store heavier items closest to the ground.
- Use a sturdy step stool with hand rails when climbing is necessary.
- Organize all items in designated, easy-to-reach places. Keep floors and steps clear of clutter and immediately clean up grease and spills.