# Black Construction Corporation Excellence Newsletter



May 2, 2014

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## **Safety Mission Statement**

"To establish, through open communication and a spirit of cooperation from all Black Construction Corporation employees, an environment that promotes and practices safety awareness and achieves a company-wide accident and injury free working environment."

## **Message from the General Manager**

Ladies and Gentlemen,

The first quarter of 2014 has seen a positive start for the Black Group with major awards on the Port Authority of Guam Expansion valued at \$27.2 million. E.E. Black Philippines has also garnered impressive results for the first quarter of the year with awards on the Belle Grande Night Club at Php 256,738,471.00 and the Grand Theater at the Solaire Casino for Php 378,000,000.00. These awards provide a significant boost to our backlog for 2014. The Black-MACE Joint Venture was also awarded the 5 year \$95 Million IDIQ program in Diego Garcia. We continue to be challenged on our bids under the DBMACC based on recent awards indicating a very competitive market at the moment. We strive daily to find the best way forward as we bid more work under the MACC and other programs available to us.

Work on the Ordot Landfill Closure has been very challenging to date. The project team continues to evaluate better means and methods in dealing with pre-existing conditions on the site, handling of decomposing garbage and of course,



the biggest challenge of all, Weather! They have made significant improvements to the processes and strive daily to improve productivity.

The work at Tango Wharf is finally taking shape with the completion of the soil densification, new bulk pile installation and the tie-back piles being completed. The installation of tie rods and concrete tie back system is currently in progress with the new concrete bulkhead soon to start. We have suffered delays due to equipment problems and are working diligently to overcome this minor setback.

The North Ramp Parking Apron is coming to final completion with a dedication ceremony scheduled for early June. This has been an excellent project for Black and Tutor Perini Corp. Our interim performance evaluation reflected an "Outstanding" achievement from the Navy and I see no reason why it should be any different with the final. Congratulations to Don McCann and the entire project team!

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We have successfully completed the Small Boat Harbor dredging in Diego Garcia and received an Outstanding Performance Evaluation. Congrat's to Lito, Jojo and the entire team for a Job Well Done. We hope to carry this same effort on into the future. Keep up the Great Work!

For those who have travelled recently, I'm sure you've noticed the marked improvements of the departures level and associated shops at the Guam International Airport. BCC is very proud to be a part of these general improvements to the main areas, food court, restrooms and most recently, 9 boutiques which include Loewe, Coach, Burberry, to name a few. We will also be installing a 6,000 gallon aquarium in the May timeframe that will be a significant challenge for the project team.

Recently, we received the NTP to begin construction on the Lockwood Phase I housing project with the demolition being the main activity at this time. The project office and staging area is now complete and the team has relocated there for the duration of the project. We look forward to another successful housing program with Navy housing and NAVFAC Marianas.

We are finalizing our work at the Agfayan Bridge. Progress has been a little slow to date however; the project team has completed the piling for both abutments and is in the process of demolishing the upstream half of the bridge. This is a complex project having to keep the main access road open while building half of the roadway during the initial phase and subsequent half on the final phase. We have also completed the 7 each 35 ton ASSHTO IV girders which will be installed once the abutments are completed.

I'd like to take this opportunity to commend our Mechanic, Dispatch, Lube, Welding, Sheetmetal, Steel Yard, and Warehouse personnel for your tireless effort, dedication and commitment to ensure our field personnel are fully supported. KUDOS to all!

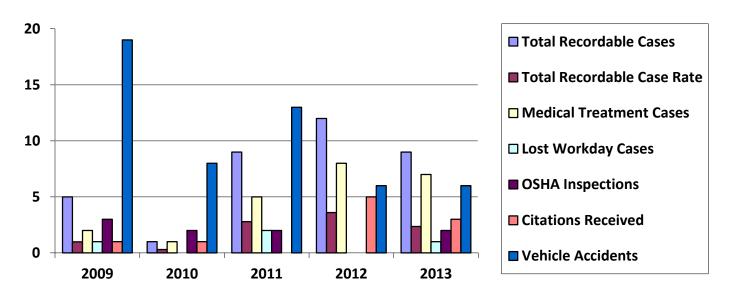
As we bring our 1st quarter to a close, it would be a travesty not to recognize the incredible work that our Accounting, HR, IT and Cost Accounting departments have accomplished in making the conversion to JD Edwards a reality. Their tireless efforts and dedication have ensured payroll to be issued, payables to be processed, cost reports to be produced and essential computer operations to function. Thank you for a Job Well done!

The safety of all our employees is paramount to our daily success as a company and family! Keep up the great work!

LKK

## **Safety Statistics**

The statistics show a continual decline from 2012 in OSHA recordable, total recordable case rates, medical treatment cases and lost workday cases. The figure also shows an increase in the number of OSHA inspections and citations in 2012 and 2013. The accident statistics indicate BCC normally has 5-10 vehicle accidents per year. While this is an unacceptable number of incidents, it does fall in BCC's normal range of accidents experienced over a 3 year period.



# **Driver Safety Tips**

How to Avoid becoming too Complacent as a Driver

By: Kevin W Byrom

You see them on the road every day: drivers who have let their minds drift off and aren't paying attention to the road. It

might even happen to you. When the minds of drivers become preoccupied with matters that pull their attention away from driving their vehicle safely, they get caught up in a complacency trap, and that complacency trap is a recipe for disaster.

According to the Merriam-Webster dictionary, complacency is defined as "self-satisfaction especially when accompanied by unawareness of actual dangers or deficiencies." If we were to put this definition into one simple phrase that everyone can understand, we would say that complacency is doing anything while driving a vehicle that takes your hands off the wheel, your eyes off the road, or your mind off of driving the vehicle safely.



Every driver on the road has seen or done something that could be described as being complacent. Some key examples are:

- Putting on mascara while driving down the road.
- Reading a newspaper, book or something else while behind the wheel.
- Text messaging, talking on the phone, or fiddling with the radio.
- Eating breakfast, lunch or dinner.
- Looking for something in your purse or wallet, or trying to pick up something that fell on the floor.
- Turning around to look for or at something in the rear of the vehicle while it's rolling.
- Taking both hands off the steering wheel while the vehicle is moving.

There are many more actions that could fall within this realm of distractions.

When an accident occurs, it's caused by a chain of events, and if just one link of this chain is broken or not forged at all, the accident most likely would not take place. When people become distracted, they don't pay attention to their speed, other vehicles around them, road signs or pedestrians, so distractions are the one link in any chain of events, that if broken, would prevent most drivers from becoming complacent, and most accidents from even occurring.

If we take a look at complacency through the microscopic point of view, it's very easy to see how being complacent behind the wheel can result in the injury or death of one or more people. A complacent driver striking a pedestrian who is crossing a street is a nightmarish scenario that should never happen, but it happens every year. Complacent, distracted drivers swerve into the lanes of other vehicles, cut vehicles off, rear end vehicles in front of them, and the list goes on.

Complacency injures, maims and kills, and it needs to be eliminated as much as possible from every driver's cockpit. The responsibility for driving a vehicle safely ultimately falls into the hands of the driver who is behind the wheel. A responsible driver will turn off their cell phone, wait to eat until they're no longer behind the wheel, keep their mind and eyes on driving their vehicle safely and pay attention to the road signs. They won't speed, and they'll stop for that big yellow school bus that has its big red lights flashing and stop sign extended so kids can cross the street safely.

Are you a complacent driver?

What do you need to do to be safer and more attentive?

Take matters into your own hands to curb all of the distractions that could cause you to be complacent before it's too late. If you don't, you too could be responsible for the injury or death of one or more people who have no reason to die.

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# **EAGLE AWARD**

#### A Mark of Distinction

The 24th Annual National Excellence in Construction (EIC) Awards, Associated Builders and Contractors Inc. (ABC) was held on February 11, 2014 at the Grand Wailea, Maui Hawaii.

The 2013 award recipients exceeded expectations in both innovation and quality. ABC proudly honored the year's most outstanding construction projects and contractors for their remarkable achievements in leadership, safety, innovation and diversity. A first for a Guam contractor, Black Construction Corporation won the Institutional Less Than \$5 Million Category Excellence In Construction (EIC) Eagle Award for the Kosrae State Correctional Facility.

On hand to receive this prestigious award was our very own Joselito "Lito" Gutierrez, General Superintendent.





Congratulations to the entire Kosrae and Guam Support Team!

# **Employee Profiles**

Hi everyone, my name is *Alana Fejerang*. I recently joined the Proposal department as a Proposal Coordinator here at Black Construction Corporation. I am truly motivated and enthusiastic to be a part of the Black family and I can't wait to start contributing my part to the company.

I'm proud to mention to you all I'm a traditional guardsman in the Guam Air National Guard working as a Personnel Journeyman. I'm responsible for providing quality personnel support to commanders, Air Force members and their family members through Administration of personnel programs. I have been in the guard for (5) five years now and deployed once with several off-island trainings.

Most importantly, I am a mother to a very active (8) eight year old boy. When I'm not at work I'm "team mom" and the biggest sports fan for my son at his baseball and soccer games. The extra time that I do have for myself, I try to keep up with my fitness by working out regularly, doing weekend 5k's and joining team run events. I especially love spending time with family and friends.

I hope to meet you all in person as I settle in and learn more about the company. Thank you to everyone for being so welcoming. I look forward to working with all of you.





Hafa adai! My name is Catherine Palacios Taylor. I recently joined the BCC family. I was born and raised here on Guam as both my parents are from here. Aside from my civilian job here at BCC, I also have a military career. I am currently a reserve member of the Guam Army National Guard assigned to the Engineering Unit. My Military Occupational Specialty (MOS) as a Human Resources Specialist and Heavy Equipment Operator has prepared me to easily acclimate to the construction environment in my civilian capacity. My goal is to one day become a Project Manager.

My achievements include being the coordinator / facilitator for a Project-wide (400+ personnel) Blood Drive for the Armed Services Blood Program (ASBP), facilitated project-wide Code of Business Conduct and Ethics Program Training (100+ personnel), facilitated company-wide group orientations, organized company-wide EM385 16-hr NAVFAC Training and was assigned Safety Training Coordinator (Military Base-wide) for DZSP-21.

My contributions involve being an active member of the Guam Army National Guard, active Blood Donor for Armed Services Blood Program, and active Blood Donor for the American Red Cross and a volunteer for various organizations.

I continue to work hard to foster good relations across departments, maintain friendly contacts and keep up with issues of common concern.

"The greatness of a community is most accurately measured by the compassionate actions of its members."

- Coretta Scott King, Widow of Dr. Martin Luther King, Jr.

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#### **Greetings!**

My name is *Taralynn Farnum* and I am working with the Purchasing Department. Previously, I was employed at a financial institution and am now eager to gain knowledge within the construction industry, as it had become an interest of mine after taking up Drafting I class during my senior year in high school, where I designed my future dream home.

Hopefully, in the near future I will be able to make my dream home a reality with the knowledge and experience I gain while working here.

With that mentioned, I am excited to be part of the BCC team and definitely looking forward to growing with the company!

Hafa Adai, my name is *Lynda Gunston*. My husband and I recently moved back to our beautiful island of Guam. After living in the mainland San Francisco Bay Area for the past 20+ years, we are happy to be back home!

I am newly hired here at Black Construction Corporation, and I am really excited to be part of the team. Prior to BCC I was employed with United Airlines at San Francisco International Airport for about 13 years. Making the change from the Airline Industry into the Construction World might seem quite the task however, with my commitment and dedication I am up for the challenge.

Working here at BCC I will contribute my 110% and the best of my ability to get the job done...Have a blessed day!





Hello, I'm *Rylma Carino*. I am a Civil Engineer, born and raised in the Philippines.

I am currently assigned to the Agfayan Bridge Replacement project as a Project Engineer. At the start of my work day, I set three goals. They are to challenge myself, persevere no matter the obstacles and complete each task as assigned and meet deadlines. These three concepts address the keys to my career goals.

I will work hard to the best of my ability and credibility with love and respect to the people around me thus, the company will be satisfied with me.

Recently, I took the Naturalization Oath of Allegiance to the United States of America and am now a proud U.S. citizen.

I am excited to be working here at BCC and I look forward to meeting and working with all of you.

I am Eliseo G. Canda Jr., born on January 21, 1961, in Pasay City, Philippines. I graduated in Technological Institute of The Philippines, 1984 with a degree of Bachelor of Science in Civil Engineering. I passed the Philippine Civil Engineering Licensure Board Examinations and became a registered Civil Engineer in 1985. I am also a member of the Philippine Institute of Civil Engineering and Bahrain Professional of Civil Engineering in the Kingdom of Bahrain. I am a husband of one wife and blessed with two grown up boys and one girl. I am a Filipino citizen and just recently migrated to the Island of Guam, USA last Oct 23, 2013 together with my family.

I started working in Black Construction Corporation on November 25, 2013. But, before that I was an Overseas Contract Worker (OFW) in the Middle East for almost 10 years. My long term goals involve growing with the company where I can continue to learn, take on additional responsibilities and contribute as much value as I can. I plan on enhancing my skills and continuing my involvement in related professional associations to obtain a position that will enable me to utilize my strong organizational skills and educational background.



As a professional and registered civil engineer, there are three things that I can contribute to the company...being a true person, being friendly and genuine can go a long way when dealing with customers; exhibit my leadership abilities, knowledge and experiences and be loyal and help the company grow more by doing the right things, not to be a man pleaser but, be a servant of God.



Melinda Pingue-Cantara – Site Administrator for Ordot Dump Closure and Dero Road Sewer Improvement Project

I am an enthusiastic, self-motivated, reliable, responsible and hard working person. I'm able to work well in a team environment, under pressure and adhere to strict deadlines. I'm a nice, fun, friendly and honest person. I like to set goals for myself and strive to achieve them. I have good listening and communication skills. I am always up for new challenges. I am well organized and always plan ahead to make sure I manage my time well.

I had studied 2 Semesters for Engineering Technology with the University of Guam and continued another 2 semesters at Guam Community College. Unfortunately, I was not able to complete the required courses to obtain certification due to family issues that led me to seek employment and put my post-secondary education on hold. I've had the opportunity to work in an operations management position and in a previous job, was able to utilize and put forth practices of my knowledge in engineering.

From a work environment, think of a time when you and several others have all had to work together to produce satisfactory results and meet deadlines. My personal example comes from my father who was an engineer. He firmly believed in establishing your best work practices by placing great emphasis on teamwork on all projects.

Basically, think about something that you have done with one or more persons that was productive and not only beneficial for yourself ... Success can only be realized with TEMWORK!

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#### **Thom Keeton**

I began my career in construction in Chicago, IL, having graduated from The University of Kentucky in 1987. I have had the privilege of working on a diverse array of projects, including large hospitals/healthcare, educational, industrial, waste water treatment plant, and US Army Corp of Engineer projects. Construction has afforded me the ability to see all of the United States, live in interesting places, and travel, but more important, it has taught me about relationship, perseverance, and tolerance.

I've live on Guam for last three (3) years. I have a 15 year old son with a rocket for an arm, and a brand new baby boy with a future rocket. Besides the joy of construction, I enjoy golf, hunting, fishing, softball, and travel. Currently I am assigned to manage the Agfayan Bridge Project in Inarajan, Guam.

#### Graig Reyes, Shop Foreman.

I am 35 years old from the village of Agat. I married my high school sweetheart and we have four wonderful kids, 3 girls and 1 boy. I have been turning wrenches professionally for 17 years.

I am ASE certified in three (cars/light truck, medium/heavy equipment and school bus) fields and a Master in one of the three fields (cars and light truck).

I am also a Proud Air National Guard Member, REDHORSE, 254RHS. AFSC, HAVC, ELECTRICAL, PLUMBING, SMALL ENGINE MECHANIC, GENERAL PURPOSE VEHICLE MECHANIC, HEAVY EQUIPMENT MECHANIC AND CERITFIED HEAVY EQUIPMENT OPERATOR, TO INCLUDE CRANE.

I am a former Automotive Instructor at GCC with six years of service. I taught advanced and basic courses, Intro to Basic's Automotive I and II, Steering and Suspension, Brakes and Heating Ventilation and Air Conditioning.

My motto is "Help me, help you." I will never ask someone to do something I will not do myself.



The measure of success is not whether you have a tough problem to deal with, but whether it's the same problem you had last year.

# **EEBlack Safety Staff Meets With JAC**

The EEB safety staff led by Mr. Randy Ignacio has proven to be a vital component in project execution in the Philippines.

During my visit last year, I met with the staff to discuss safety issues and together shared some of our experiences both administratively and operationally. I was treated with a presentation prepared by each of them and listened as they took turns in outlining EEBs safety program and processes. I was very impressed to see the determination on their faces and hear the passion in their voices as they described how as a team they contribute to shaping and implementing the core values of EEBs safety program.

As safety professionals we share a common goal of ensuring the safety and well-being of every worker whether it is in the office or in the field. Our EEB safety family is well equipped and knowledgeable to meet this objective.



Pictured from L-R: Ronny Rhay M. Buenavidez, Hutch M. Perez, Albert B. Sapad, Joe Castro, BCC Safety Administrator, Jennie E. Ferrancullo, Randy E. Ignacio, SSHSE Supervisor and Dennis H. Nepunan (Not shown: Dominador A. Bautista Jr.)

# Safety Matters

## **Public Restroom Hand Washing Declines**

Do you consistently wash your hands with both soap and water after using a public restroom? If so, you might be part of a shrinking minority, according to a national hand washing survey by Bradley Corp., a manufacturer of plumbing fixtures and other washroom products. The survey shows that although 95% of Americans say it is important to wash your hands after using a public restroom, 70% admit to having merely rinsed their hands after using the washroom rather than thoroughly washing with soap and water.

Other noteworthy findings include:

- 81% of respondents have witnessed someone leaving a restroom without washing his/her hands, up from 74% of last year's respondents.
- While 74% of women say they always wash their hands after using a public restroom, only 60% of men say the same.
- When asked why they skipped washing their hands, women most often say
  they use hand sanitizer instead, although according to CDC, hand sanitizers do not remove germs as effectively as
  washing with soap and water.
- Men are two and a half times more likely than women to say they skipped washing because they felt it was not necessary.



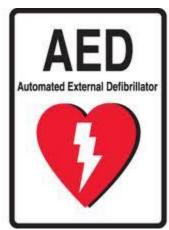
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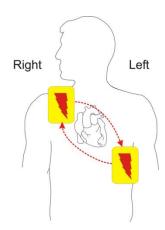
## **Automatic External Defibrillator - AED**

BCC is pleased to announce the availability of an AED located just outside the first floor staff lounge in the Main Office Building. The AED is a portable electronic device that automatically diagnoses the life threatening cardiac arrhythmias of ventricular fibrillation and ventricular tachycardia in a patient, and is able to treat them through defibrillation, the application of electrical therapy which stops the arrhythmia, allowing the heart to reestablish an effective rhythm.

An AED is external because the operator applies the electrode pads to the bare chest of the victim, as opposed to internal defibrillators, which have electrodes surgically implanted inside the body of a patient.

Automatic refers to the unit's ability to autonomously analyze the patient's condition and to assist this, the vast majority of units have spoken prompts, and some may also have visual displays to instruct the user.





When turned on or opened, the AED will instruct the user to connect the electrodes (pads) to the patient. Once the pads are attached, everyone should avoid touching the patient so as to avoid false readings by the unit. The pads allow the AED to examine the electrical output from the heart and determine if the patient is in a shockable rhythm (either ventricular fibrillation or ventricular tachycardia). If the device determines that a shock is warranted, it will use the battery to charge its internal capacitor in preparation to deliver the shock. This system is not only safer but also allows for a faster delivery of the electrical current.

When charged, the device instructs the user to ensure no one is touching the patient and then to press a button to deliver the shock; human intervention is usually required to deliver the shock to the patient in order to avoid the possibility of accidental injury to another person (which can result from a responder or bystander touching the patient at the time of the shock). Depending on the manufacturer and particular model, after the shock is delivered most devices will analyze the patient and either instruct CPR to be given, or administer another shock.

## Why Don't Employees Follow The Rules?

Getting employees to follow the rules – even those that keep them safe – is more difficult than simply having the desire to avoid injuries. Culture, leadership, organizational systems and other factors make up a complex system that interacts with, influences and guides workplace behavior. Aligning these factors is key to developing the behavior reliability needed to ensure that systems and rules already in place are used as intended. It's essential to create an adaptable workforce that can recognize risk and respond appropriately when it changes. After all, rules cannot account for every variable in a dynamic work environment.

To achieve this level of performance, leaders need to build a culture of commitment – a workplace that supports and encourages engagement with the organization's values and creates an environment in which discretionary effort flourishes.

To start building a culture of commitment, leaders should ask themselves these questions:

- 1. What is your goal?
- 2. Do we understand the state of our culture as it is now?
- 3. How good is our safety leadership?
- 4. Have we earned the right to engage the hourly workforce?

Creating a culture of commitment requires us to take a step back and look at the big picture. We need to ensure site leaders, organizational decisions, and processes and procedures are creating a value for safety. We also need to empower people to exercise good judgment. Focusing on the ways leaders can build a robust culture is the first step to developing an environment in which people not only follow the rules, but live them.

# **Hazard Communication Standard (HCS) / GHS Pictograms**

## **HCS Pictograms and Hazards**

## **Health Hazard**



- Carcinogen
- Mutagenicity
- Reproductive Toxicity
- Respiratory Sensitizer
- Target Organ Toxicity
- Aspiration Toxicity

## **Flame**



- Flammables
- Pyrophorics
- Self-Heating
- Emits Flammable Gas
- Self-Reactives
- Organic Peroxides

## **Exclamation Mark**



- Irritant (skin and eye)
- Skin Sensitizer
- Acute Toxicity
- Narcotic Effects
- Respiratory Tract Irritant
- Hazardous to Ozone Layer (Non-Mandatory)

## Gas Cylinder



Gases Under Pressure

#### Corrosion



- Skin Corrosion/Burns
- Eye Damage
- Corrosive to Metals

## Exploding Bomb



- Explosives
- Self-Reactives
- Organic Peroxides

#### Flame Over Circle



Oxidizers

# Environment (Non-Mandatory)



Aquatic Toxicity

## Skull and Crossbones



Acute Toxicity (fatal or toxic)

Under the revised HCS, once the hazard classification is completed, the standard specifies what information is to be provided for each hazard class and category. Labels will require the following elements:

- PICTOGRAM: a symbol on a white background within a red diamond. There are nine pictograms under the GHS.
   However, only eight pictograms are required under the HCS. Workplace labels may use a black border instead of red.
- SIGNAL WORDS: a single word on the label used to indicate the relative level of severity of a hazard and alert the reader to a potential hazard. The signal words used are "DANGER" for the more severe hazards, while "WARNING" is used for less severe hazards.
- HAZARD STATEMENT: a statement assigned to a hazard class and category that describes the nature of the hazard(s) of a chemical, including, where appropriate, the degree of hazard. (Example: Highly flammable liquid and vapor.)
- PRECAUTIONARY STATEMENT: a phrase that describes recommended measures to be taken to minimize or prevent
  adverse effects resulting from exposure to a hazardous chemical. This may also include proper storage or handling of a
  hazardous chemical, and first aid instructions.

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# Safety Culture

## Nine Values for Safety Culture

James Watson, director of Bureau of Safety and Environmental Enforcement, points to these characteristics of a robust safety culture.

- ✓ Leadership. Leaders must demonstrate a commitment to safety.
- Problem identification and resolution. Identify, evaluate and address safety problems promptly.
- ✓ Personal accountability. Each person must be responsible for safety.
- ✓ Work processes. Plan and control work activities to maintain safety.
- ✓ Continuous learning. Safety must keep pace with dynamic and evolving work environments.
- ✓ An environment for raising concerns. All employees should feel empowered to raise safety concerns.
- ✓ Effective communication. Communication is critical within a company and within any industry.
- ✓ Trust and respect. Every company should strive to permeate these values.
- √ An inquiring attitude. Such an attitude can help prevent complacency and eliminate human errors.

# **Backover Incident**

A backover incident occurs when a backing vehicle strikes a worker who is standing, walking, or kneeling behind the vehicle. These incidents can be prevented. According to the Bureau of Labor Statistics, over 70 workers died from backover incidents in 2011. These kinds of incidents can occur in different ways. For example:

On June 18, 2009, an employee was working inside a work zone wearing his reflective safety vest. A dump truck operating in the work zone backed up and struck the employee with the rear passenger side wheels. The employee was killed. The dump truck had an audible back up alarm and operating lights.

On June 9, 2010, an employee was standing on the ground in front of a loading dock facing into the building while a tractor trailer was backing into the same dock. The trailer crushed the employee between the trailer and the dock.



How do backover incidents occur?

Backover accidents can happen for a variety of reasons. Drivers may not be able to see a worker in their blind spot. Workers may not hear backup alarms because of other worksite noises or because the alarms are not functioning. A spotter assisting one truck may not see another truck behind him. Workers riding on vehicles may fall off and get backed over.

Drivers may assume that the area is clear and not look in the direction of travel. Sometimes, it is unclear why a worker was in the path of a backing vehicle. A combination of factors can also lead to backover incidents.

What can be done to prevent backover incidents?

Many solutions exist to prevent backover incidents. Drivers can use a spotter to help them back up their vehicles. On some work sites, employers can create internal traffic control plans, which tell the drivers where to drive and can reduce the need to back up.

Training is another tool to prevent backover incidents. Blind spots behind and around vehicles are not immediately obvious to employees on foot. By training employees on where those blind spots are and how to avoid being in them, employers can prevent some backover incidents. One component of this training can include putting employees who will be working around vehicles in the driver's seat to get a feel for where the blind spots are and what, exactly, the drivers can see.

## **Common Sense And Accident Prevention**

Generally speaking, we are not born with common sense, we acquire it throughout life. Actually, common sense is really common experience--we learn about life from others' experiences as well as our own. Awareness of your environment, self-preservation and concern for your fellow workers are all factors in good common sense. Contrary to popular opinion, all workers can prevent themselves from getting hurt. The easy way to avoid pain is to observe how others have taken risks and been injured, rather than learning the hard way--from your own injury. That's common sense!

The experts say at least 80% of industrial accidents are caused by unsafe acts on the part of employees--and not by unsafe conditions. Although employers are required by law to provide a safe and healthful workplace, it is up to you to be aware of your work environment and follow safe work practices. By avoiding unsafe acts and practicing common sense, your work will go smoother, with less chance for accidents.

Statistically, most accidents are caused by unsafe acts, including:

Being In A Hurry - Sometimes there is more concern for completing a job quickly instead of safely. Take time to do a good job and a safe job.

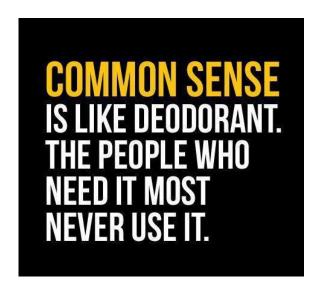
Taking Chances - Daring behavior or blatant disregard for safe work practices can put the whole work team at risk. Follow all company safety rules and watch out for your fellow employees. Horseplay is never appropriate on the job and can lead to disciplinary action.

Being Preoccupied - Daydreaming, drifting off at work, thinking about the weekend and not paying attention to your work can get you seriously hurt or even killed. Focus on the work you are paid to do. If your mind is troubled or distracted, you're at risk for an accident.

Having A Negative Attitude - Being angry or in a bad mood can lead to severe accidents because anger nearly always rules over caution. Flying off the handle at work is potentially dangerous. Keep your bad moods in check, or more than one person may be hurt. Remember to stay cool and in charge of your emotions.

Failing To Look For Hidden Hazards - At many jobsites, work conditions are constantly changing. Sometimes new, unexpected hazards develop. Always be alert for changes in the environment. Hidden hazards include spilled liquids that could cause slips and falls; out-of-place objects that can be tripped over; unmarked floor openings one could step into; low overhead pipes that could mean a head injury; and other workers who don't see you enter their hazardous work area.

Remember to stay alert for hazards, so you won't become one more accident statistic: You can do a quality job without rushing. Maintain a positive attitude and keep your mind on your work. This is just common sense--something smart workers use



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# Symbols of Excellence







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