



# YCPARMIA Safety Journal

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## Safe Driver Test

### Do you qualify as a *defensive driver*?

Take this quiz to find out.

- Defensive driving means:
  - Not letting other drivers push you around
  - Using the driving techniques of race-car drivers
  - Looking out for yourself and other drivers on the road
- If it looks like you're going to be in a head-on collision:
  - Slow down and steer to the right to avoid it.
  - Turn broadside to the oncoming car.
  - Throw your hands in front of your face to protect your head.
- When following another vehicle, stay:
  - 1 to 2 seconds behind
  - 2 to 4 seconds behind
  - 5 seconds behind
- When passing on a two-lane road:
  - Check to see if any traffic is coming toward you.
  - Check to see if anyone behind you is moving out to pass.
  - Both "a" and "b."
- If your vehicle starts to skid:
  - Turn the wheel in the direction you want the front end of the vehicle to go.
  - Keep the wheel straight and apply the brake.
- When driving after dark:
  - Decrease the distance between you and the car in front.
  - Increase the distance between you and the car in front.
- If you drink, wait to drive for at least:
  - 1 hour for each drink
  - 1 hour for 2 drinks
  - 1 hour for up to 3 drinks
- In the United States, motor vehicle accidents are the:
  - Number one cause of accidental death
  - Number two cause of accidental death
  - Number three cause of accidental death
- If your car is equipped with air bags, the law says:
  - Don't wear a seat belt.
  - Wear a seat belt.
  - Wearing one is optional.

#### Answers:

(1) c (2) a (3) b (4) c (5) a (6) b (7) a (8) a (9) b

#### TAKE THE HIGH ROAD

Although studies show that many angry and aggressive drivers are young men, anyone can drive aggressively when in the wrong mood or when confronted with trying circumstances such as long traffic jams. And aggressive drivers are unsafe drivers who take unnecessary chances, cause accidents, and get others injured or killed.

Avoid becoming the victim of an aggressive driver by following these suggestions from the AAA Foundation for Traffic Safety:

- Ⓢ **Don't offend other drivers** by driving slowly in the left lane, cutting them off, tailgating, or making gestures that could be misunderstood or provoke a violent response.
- Ⓢ **Don't engage other drivers.** If you're tempted to become angry, think about the kind of crash angry actions could cause. Give an angry driver plenty of room, avoid eye contact, and get help if you think the other driver is trying to start a fight.
- Ⓢ **Adjust your attitude.** Allowing more time for your trip will help you feel more relaxed behind the wheel. Realize that the reasons for another driver's behavior probably have nothing to do with you.

#### HOW TO AVOID REAR-END ACCIDENTS

Follow these safety tips:

- ➔ Signal your intentions in plenty of time for drivers behind you to react.
- ➔ Be alert for anybody on your tail.
- ➔ Slow down gradually.
- ➔ Leave room in front of you when stopped—stay far enough back so that you can see the rear tires of the vehicle in front of you touch the street.

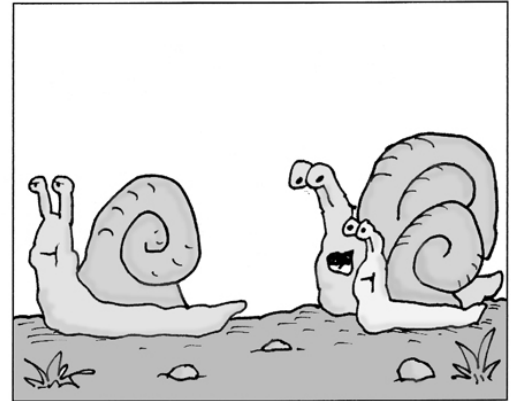
# Defensive Driving Tips

## Practice these techniques

Motor vehicle accidents are the number one cause of accidental deaths in the United States. A person dies in a motor vehicle accident every 12 minutes. Someone is injured in a crash every 10 seconds, and that results in almost 2 million disabling injuries every year. Behind all these numbers are thousands of shattered lives—people who will never be the same again.

Avoid becoming a statistic by practicing these defensive driving techniques:

- Don't speed.
- Follow traffic rules, signs, and signals.
- Don't drive under the influence of alcohol or drugs—or when you're too tired.
- Stay at least 2 to 4 seconds behind the car in front—and farther back in bad conditions.
- Keep your eyes and attention on the road and other drivers—and keep your hands on the wheel.
- Check rear and side view mirrors frequently for oncoming traffic.
- Adjust your speed and driving to changing weather and traffic conditions.
- Expect the unexpected, and watch for sudden movements such as cars pulling out of cross streets or parking places and bicycles, pedestrians, or animals darting out in front of you.
- Yield to drivers who are determined to get there first.
- Buckle up for safety.



“That's right, son. Always stay two to four minutes behind the guy ahead of you.”

# Winter Wellness

## Why wait 'til spring?

If you've made a New Year's resolution to get in shape and/or lose a few pounds, there's no time like the present to get going. This is a great time to review your diet and exercise routines. Maybe you overindulged a bit during the holidays and didn't have time to go to the gym or take your regular daily walk. Now that things have quieted down a bit, you can refocus and get back on track. Here are some suggestions to help:

- 👉 **Eat low-fat, low-sugar foods.** Why? Foods high in fat and sugar add weight, not nutrients.
- 👉 **Eat more early in your day** and less later. Have a good breakfast, don't skip lunch, but do have a light meal at the end of the day. That way you'll burn off the calories during the day instead of going to bed with a full stomach.
- 👉 **Avoid crash diets.** Aim for a slow but steady loss of excess weight.
- 👉 **Develop a reasonable exercise plan** that's compatible with your winter activities and the weather. It'll help keep your weight down, manage stress, and ward off winter colds and flu.
- 👉 **Devote at least one-half hour every day to some form of physical activity.** Don't think about it. Don't give yourself the option of skipping. Just do it. You'll feel better, look better, and have more energy to enjoy your life.

### FIRST AID FOR CUTS AND SCRAPES

Minor cuts and scrapes are a common job hazard. Gloves help, but if you get a cut or scrape on the job, follow these tips from the American Medical Association:

- 👉 **Don't put your mouth over the wound** or breathe on it—this just gives germs a chance to infect it.
- 👉 **Don't allow dirty fingers** or any soiled material, such as a rag or used tissue, to touch the wound.
- 👉 **Clean the area immediately** with soap and water, wiping away from the wound.
- 👉 **Hold a sterile pad** or clean paper towel firmly **over the wound** to stop the bleeding, then bandage.
- 👉 **Keep the wound covered** for a few days, and change the bandage as necessary to keep it clean.

# Safety Abbreviations

## Match the letters to the definition

When it comes to workplace safety, you have to be familiar with an alphabet soup of important abbreviations. For example, OSHA stands for the Occupational Safety and Health Administration. How many other safety-related abbreviations can you identify? Write the letter of the appropriate definition in the right column on the line before each abbreviation in the left column.

- |                |   |
|----------------|---|
| 1. _____ PPE   | A. Musculoskeletal disorder                 |
| 2. _____ MSDS  | B. American National Standards Institute    |
| 3. _____ dB    | C. Degrees Fahrenheit                       |
| 4. _____ MSD   | D. Multipurpose fire extinguisher           |
| 5. _____ IDLH  | E. Lockout/tagout                           |
| 6. _____ ANSI  | F. Decibel                                  |
| 7. _____ PEL   | G. Pounds per square inch                   |
| 8. _____ psi   | H. Personal protective equipment            |
| 9. _____ F     | I. Cardiopulmonary resuscitation            |
| 10. _____ LOTO | J. Immediately dangerous to life and health |
| 11. _____ CPR  | K. Permissible exposure limit               |
| 12. _____ ABC  | L. Material safety data sheet               |

### Answers:

(1) H (2) L (3) F (4) A (5) J (6) B (7) K (8) G (9) C (10) E (11) I (12) D

# Resolve to Be Safe

## Safety resolutions for the New Year

Let's resolve to make 2008 a safe and accident-free year for us all. Here are suggestions for workplace safety resolutions that will help protect everyone.

### I resolve to:

- ① **Take advantage of safety training** to learn what I need to know to protect myself from workplace hazards and prevent accidents.
- ① **Pay attention** while I'm working and avoid distractions.
- ① **Wear assigned PPE** every time it is required—no exceptions, no excuses.
- ① **Keep alert for hazards** and correct or report safety or health hazards I see.
- ① **Talk with my supervisor** when I have a safety-related question or concern.
- ① **Encourage co-workers to work safely.**
- ① **Report accidents, near misses, or other incidents** to my supervisor right away.
- ① **Take care of my health** so I come to work well rested and ready to work every shift.
- ① **Practice the safety precautions I learn at work at home, too.**
- ① **Other:**

### HOW LONG DOES SAFETY TAKE?

How long does it take to put on personal protective equipment (PPE) to protect against safety and health hazards? **A minute or two?** Maybe less?

How long does it take to check a safety procedure in a manual or ask your supervisor if you're not sure about a hazard or how to do a job safely? **A few minutes?**

How much time does it take to check a material safety data sheet (MSDS) for vital information about a chemical? **5 or 10 minutes?**

Even if doing the safe thing takes a little longer, it's worth it. It means you get to go home to your family and friends in one piece at the end of your shift—instead of to the hospital or the morgue.

### SAFE LIFTING DO'S AND DON'TS

Because of the big job your back has to do every day, it's more prone to injury than any other part of the body. So give your back a break today and...

#### DO:

- ✓ Plan your lift.
- ✓ Take a shoulder-width stance.
- ✓ Bend your knees and squat.
- ✓ Tighten your stomach muscles.
- ✓ Maintain your back's natural curves.
- ✓ Lift with your legs.
- ✓ Get help lifting heavy, awkward objects or use material handling equipment.

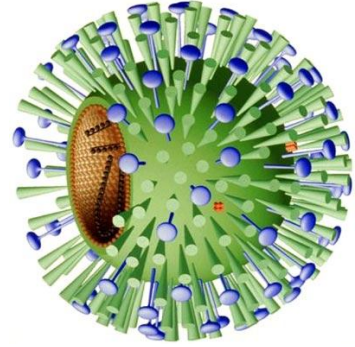
#### DON'T:

- ✗ Bend at the waist or lift with your back.
- ✗ Twist your body while lifting.
- ✗ Try to lift more than you can handle.
- ✗ Try to recover a falling load.

# The Flu? Not You!

## Tips for avoiding viruses this year

The Centers for Disease Control and Prevention (CDC) says that the single best way to prevent the flu is to get vaccinated. But good health practices can also help protect you from getting the flu. For example:



- **Avoid close contact with people who are sick.** Keep in touch by phone or just don't get too close to friends and relatives who are sick—unless, of course, you're the caregiver, in which case you'll have to rely on the next three tips.
- **Keep your hands clean.** Washing your hands helps protect you from germs.
- **Avoid touching your eyes, nose, or mouth.** Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose, or mouth.
- **Practice other good health habits.** Get plenty of sleep, be physically active, manage your stress, drink plenty of fluids, and eat nutritious food.

The CDC offers two additional recommendations to help you avoid spreading the flu to others when you're sick:

1. **Keep your distance when you're sick.** You'll be less likely to spread the flu virus.
2. **Cover your mouth and nose when coughing or sneezing.** It helps keep those around you from getting sick.

# How to Be Sick at Work

## Don't spread your germs

If you catch a cold or flu this winter, the best place for you is at home for a day or two, where you can rest up, get better faster, and not spread germs to co-workers. But if you have only minor cold or flu symptoms you may still come in to work so that you don't get behind. If you feel you need to come to work when you're not 100% well, follow these tips from workplace consultant Ellen A. Kaye:



- ⊗ **If you use it, clean it.** Wipe down tools, the phone, keyboard, and other equipment you touch, preferably with antibacterial wipes.
- ⊗ **Avoid physical contact.** No pats on the back or shaking hands.
- ⊗ **Call instead.** Place a sign outside your workspace that urges visitors to call or e-mail rather than visit.
- ⊗ **Eat alone.** Stay away from the break room. It's the worst place of all for spreading germs because of all the contact between hands and mouths.
- ⊗ **Cough smartly.** When you feel a cough or sneeze coming on, turn away from anyone you're near. If you can't get to the tissue in time, cough or sneeze into your shirt at the elbow. Throw tissues away in a trash bag; don't leave them lying around.
- ⊗ **Don't go to work!!** This is still the only sure way to avoid making your co-workers ill. Even if they have been vaccinated against the flu, you may have a cold instead. There is no vaccine for the common cold.