



January 2019

Dear Auto RETRO Members;

Now that the holidays are over it is time to get back to basics and making sure that record keeping is up to date, such as; is the safety meeting binder current? It is also a good time to review your Accident Prevention Program and make any adjustments for 2018. How about the OSHA Log - updated to be ready for posting in February? Some of you may also have to [file electronically](#).

To assist you at your monthly safety meeting, we are recommending these topics:

First topic is: **Slip Trip Fall**. Slips, trips, and falls are among the most common in work place accidents. Employees, employers, and customers are put at risk for serious injury when slip, trip, and fall hazards aren't noticed and fixed in parking lots, walkways, stairwells, and other work locations. Fortunately, with proper training, housekeeping techniques, and encouraging a safety culture in the work place, you can spot, report, and correct these hazards before someone gets hurt.

Check out [SAFEME Essentials](#) app and take the Slip Trip Falls module.

Slips-Trips-Falls Handout

There are some great videos on [RASI SAFETYTV](#) about this topic.

A [printable sign is available here](#).

For personal safety tips there is information from the National Safety Council [here](#).

The second item is: **OSHA Logs**. Many of our members have to maintain annual accident logs for the prior year. Your 2018 log (Form 300) needs to be updated onto a summary sheet (Form 300A), which will have to be posted in your break room from 2/1/2019 until 04/30/2019 on the bulletin board for all employees to review. There are several variables on who records and what kind of accident is recordable with [additional information available here](#).

If you need forms [go here](#).

To see if you are [exempt from reporting](#).

Of course, I am another resource to assist you with this and can be reached at the contacts below.

Final item: **Working Around Batteries**. Batteries contain sulfuric acid and produce explosive mixtures of hydrogen and oxygen. Because self-discharge action generates hydrogen gas even

when the battery is not in operation, make sure batteries are stored and worked on in a well-ventilated area.

- Always wear ANSI Z87.1 (U.S.) approved safety glasses and face shield or splash proof goggles when working on or near batteries.
  - Always wear proper face and hand protection.
  - Keep all sparks, flames and cigarettes away from the battery.
- 
- Never try to open a battery with non-removable vents.
  - Keep removable vents tight and level except when servicing electrolyte.
  - Make sure work area is well ventilated.
  - Never lean over battery while boosting, testing or charging.
  - Exercise caution when working with metallic tools or conductors to prevent short circuits and sparks.

For such a small item, batteries are heavy and you should exercise care when lifting them. If possible, store batteries at waist height so that you are not bending over as much. Another good tool is to transport them with a cart or hand truck, instead of hand carrying them the whole distance. There is a couple of battery safety videos found [here](#).

Thinking safety for you,

***Rick Means, CSMP***

Safety Specialist

Retail Association Services

618 Quince SE Olympia, WA 98501

[rick.means@retailassociationservices.com](mailto:rick.means@retailassociationservices.com)

360-943-9198 ext. 18