

April 2021

Dear RETRO Members;

April is **Distracted Driving Awareness Month!** The [National Highway Traffic Safety Administration](#) reports that many people die needlessly each year due to using cell phones while driving.

Keep your employees safe by reinforcing your company policy of no cell phone use while driving in company vehicles.

You may also encourage employees to refrain from using their cell phones while driving in their personal vehicles.



Distracted Driving - Roadways are unpredictable and safe driving requires your full attention. While driving with your phone in the hands-free mode is permissible in this state, it is still a distraction that can take your mind off all the actions around you.

Remember **holding your phone during a call or texting while driving is illegal** in the State of Washington. Eating while driving is NOT a good practice either!



Besides injuries or loss of lives, accidents cost your business:

- time loss of employees
- increased insurance rates (vehicle and workers comp)
- company vehicle out of commission for an unknown period of time

If you have delivery drivers, you need to reinforce the dangers of cell phone use while driving. Be sure to implement policies that prohibit both hands-free and handheld devices cell phone use while driving. Remind employees to make calls before they leave the parking lot or at rest stops, but not while they are on the road!

For additional information on distracted driving check out:

- Distracted driving videos can be found at [RS SafetyTV](#)
- **SAFEME** has a [Distracted Driving lesson](#)
- [RS Safety Library](#)

Safety Meetings - Why have safety meetings? Safety meetings and documenting them are required by L&I. Lacking safety meeting documentation makes this the **third most cited item in 2020**.

These meetings serve to involve employees in the safety process, engaging their eyes and brains engaged in safety. Pick a topic for discussion or a tool to learn ways to use it safely.

Ask the group to suggest topics for future meetings. There are some great videos on [RS SafetyTV](#) as well as the [RS Safety Library](#) for safety topics.



If you need help with specific topics, please contact me and we will use our resources to get you what you need.

Lock Out/Tag Out (LOTO) –

Servicing and maintenance of machines or equipment can expose service workers to hazards during the unexpected startup or release of stored energy from:

- electrical
- mechanical
- hydraulic
- pneumatic
- chemical
- thermal or
- other sources in machines and equipment.



Hazards like these can lead to serious injuries!

For example, for a bench grinder that needs a new wheel, you should unplug and tag the plug. If it is hard wired, turn off the breaker at the panel and lock the breaker in the off position. Can't lock it? Then tag it so that someone will not turn the breaker on.



The idea is to put others on notice that someone is working on this equipment or the equipment needs repair. Remember - you do not want to have the machine power on or the pressure in the line to cause the hose to snap back at you.

Here are some good LOTO videos on [RS SafetyTV](#) to help you with your safety meeting. SAFEME has a [LOTO lesson](#) that could be used for your safety meeting.

Washington Retail Services want all employees to take the time to work safely! If you have questions or would like additional assistance, please contact me.

Thinking safety for you,

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