

June 2023

Dear RETRO Members;

June is [National Safety Month](#), emphasizing organizations' need to actively engage in hazard identification and risk reduction.



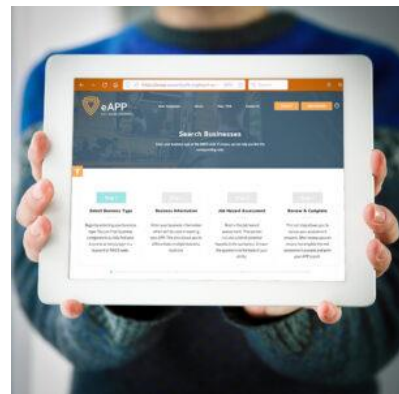
By fostering a safety culture, organizations can create safer environments for their employees and mitigate the likelihood of accidents and injuries. This entails identifying potential hazards in the workplace, evaluating the associated risks, and implementing appropriate measures to eliminate or minimize those risks. Moreover, extending the focus on safety beyond the workplace to our homes is vital. By being mindful of potential hazards in our living spaces and taking necessary precautions, we can safeguard our family's well-being and continue participating in enjoyable activities.

Do you know where your Accident Prevention Program (APP) is?

The APP is the foundation of the workplace safety program. It outlines the policies, procedures, and practices businesses implement to prevent accidents, injuries, and occupational hazards. The APP typically includes risk assessments, hazard identification, safety training protocols, emergency response plans, and reporting procedures.

All employers are required to develop and maintain their own APP according to applicable regulations and industry standards. Implementing an effective APP helps organizations prioritize safety, protect employees, and create a culture of workplace well-being.

eAPP - The good news is that Washington Retail (WR) has developed a digital platform that makes creating or updating the APP easy, and *it's free!* This tool guides you step-by-step to create your customized APP easily and helps you keep it current by being notified of any rule changes that affect your safety program. eAPP also simplifies the process of making similar plans for your other business locations quickly and easily. You can find eAPP [here](#).



Box Knife Use- Lately, we have seen claims with box knives as the source of injury. Many workers use utility knives to cut strapping, puncture shrink-wrap, and open packaging. **Nearly 40 percent of all injuries** attributed to manual workshop tools in the United States involve **knives with retractable blades**. Just one wrong move and these blades can inflict serious harm.



To learn more, go to [RS Safety Library](#) Utility Knife Safety section. Another option is to take the **SAFEME** [box knife lesson](#) and have the employee print or email the passing certificate to you.

Handling Brakes and Clutches. Although it has been many years since asbestos was last used to manufacture brakes and clutches, Labor and Industries still assume they all contain asbestos. If you do brake/clutch work, your Accident Prevention Program (APP) must include a section on training your employees properly to handle these items. To update your APP, add this content:

Working with Brakes/Clutches

To control the dust that often accompanies working on brakes and clutches, we will use the 'Wet Method' process:

- Use the low-pressure water spray to wet the brakes and clutch, then wipe with a cloth.
- Use pre-ground, ready-to-install parts whenever possible.
- The use of dry brushing during the wet method operations is **prohibited**.
- If drilling, cutting, or other methods that can disturb the dust are required, use low-speed settings.
- Remove work clothes before going home and bagging them to be laundered separately.



Another safety step option would be to use a vacuum with a HEPA-grade filter.

The [RS Safety Library – Auto Group](#) has more information on this topic.

Rick Means, CSMP

rmeans@waretailservices.com

Director of Safety & Education

Retail Association Services

360.200.6454