February 2025  
  
Dear RETRO Members,

**Safety Mindset Matters: Two webinar offerings in February.**

***Are Workers’ Compensation and Payroll Costs Keeping You Up at Night?***  
   
Are Workers’ Compensation and Payroll Costs Keeping You Up at Night? Feeling overwhelmed by skyrocketing expenses? Wondering how to take control and cut costs? Retail Services is here to help! Join us for our Retro Refresh 101 Webinar and discover how this partnership can:

* Refresh your understanding of Retro
* Transform strategies
* Unlock tools and insights
* Navigate the new contract

**Multiple Sessions to choose from:**

[February 11, 2025, 10:00am (Tuesday)](https://us02web.zoom.us/webinar/register/WN_AJunQMRoTHm91K2I8MbD6w)

(https://us02web.zoom.us/webinar/register/WN\_AJunQMRoTHm91K2I8MbD6w)

[February 20, 2025, 11:00am (Thursday)](https://us02web.zoom.us/webinar/register/WN_VmQIH-RfQ6-jQlZWdCq1Tg)

(https://us02web.zoom.us/webinar/register/WN\_VmQIH-RfQ6-jQlZWdCq1Tg)

[February 26, 2025, 12:00pm (Wednesday)](https://us02web.zoom.us/webinar/register/WN_EwY2kS9hSpSho-0aLmtHeQ)

(https://us02web.zoom.us/webinar/register/WN\_EwY2kS9hSpSho-0aLmtHeQ)

This is your chance to **stay ahead of the curve** and build a stronger, more successful program.

Click [HERE](https://waretailservices.com/retro-refresh-101/) for additional information.

(https://waretailservices.com/strategiesforretrosuccess/)



**Webinar: Understanding OSHA 300 Forms and Reporting Requirements**

**Date:** February 18, 2025  
**Time:** 11:30 AM (Tuesday)

We are excited to announce a special webinar hosted in partnership with LNI, designed to help our members stay informed about important updates to OSHA 300 forms. This session will cover essential topics, including:

* Who is required to complete the forms
* How to create OSHA 300 forms
* The latest regulation updates to ensure compliance

Whether you're new to OSHA 300 forms or need a refresher on recent changes, this webinar is a great opportunity to enhance your knowledge and ensure your workplace is up to date with the latest requirements.

[**Register now**](https://us02web.zoom.us/webinar/register/WN_k_eBpyx8QaKvFd-WfkwxNQ) to secure your spot and get ahead on staying compliant with OSHA standards!  
(https://us02web.zoom.us/webinar/register/WN\_k\_eBpyx8QaKvFd-WfkwxNQ)

We look forward to having you join us for this informative session.

***February 1st is the deadline for posting your 2024 OSHA log summary***

A person holding a pencil and paper

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**Is Your Accident Prevention Program Up to Date?**

[**WAC 296-800-140**](https://app.leg.wa.gov/wac/default.aspx?cite=296-800-140) **https://app.leg.wa.gov/wac/default.aspx?cite=296-800-140**

In Washington State, all employers are required to create and maintain a written Accident Prevention Program (APP) to protect employees from workplace hazards. To meet the necessary requirements, businesses must:

1. **Identify Workplace Hazards**: Recognize potential dangers that could harm employees.
2. **Reduce or Eliminate Hazards**: Implement strategies to minimize or eliminate these risks.
3. **Provide Employee Safety Orientation**: Offer a thorough safety orientation to all employees, ensuring they understand the hazards and how to stay safe.

To help you get started, here is a [link](https://eapp.waworksafe.org/) (https://eapp.waworksafe.org) to a free Accident Prevention Plan creator that can assist you in easily developing a new plan.

Your APP is the cornerstone of your safety program, and it’s important to review it periodically to ensure it remains relevant and effective as your business evolves. Regular updates help keep your workplace safe and compliant with regulations.



**Box Cutter Safety: Essential Tips for Safe Use**

[**WAC 296-800-16065**](https://www.lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf) **https://www.lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf**

Box cutters are valuable tools in many settings, but they can be dangerous if not used correctly. Injuries related to box cutters are preventable. To reduce risk of injury, follow these key tips:

1. **Use the Right Tool**: Always select the appropriate box cutter for the task at hand. If you need to cut through tougher materials, consider a heavier-duty cutter.
2. **Retract the Blade When Not in Use**: Always retract the blade when you’re not actively cutting. This minimizes the risk of accidental cuts or injuries.
3. **Cut Away from Your Body**: Position the blade so it cuts away from your body and hands. Cutting toward yourself increases the risk of injury.
4. **Use a Stable Surface**: Always cut on a stable, flat surface. A soft or uneven surface can cause the box cutter to slip, leading to accidents.
5. **Wear Protective Gloves**: For added protection, consider wearing gloves to improve your grip and safeguard your hands from accidental cuts.
6. **Store Safely**: Always store box cutters with the blade retracted and out of reach of children or unauthorized users. Keep the tool in a designated safe place.

A person working on a car

Description automatically generated**Car lift safety tips and advice**

[**WAC 296-869-099**](https://www.lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-869.pdf) **https://www.lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-869.pdf**

Here are 5 important safety tips for automotive lifts to ensure safe operation:

1. **Wear Protective Gear**: Always wear safety equipment such as eye protection (glasses) and gloves to shield yourself from potential hazards while working with lifts.
2. **Proper Positioning of the Vehicle**: Before operating the lift, make sure the vehicle is correctly positioned. This ensures stability and reduces the risk of accidents or the car shifting during the lift process.
3. **Activate Lift Brakes and Use Chocks**: Always ensure that the lift's brakes are engaged and that wheel chocks are placed under the vehicle's wheels. This helps prevent unintended movement while the vehicle is elevated.
4. **Inspect for Loose Parts or Unnecessary Items**: Before lowering the lift, check the area for any loose parts or tools. These can interfere with the lift's operation or pose a safety hazard.
5. **Maintain a Safe Distance**: While the lift is in motion, stay clear of the lift itself to avoid injury from potential malfunctions or accidents.

Additionally, make sure your lifts are inspected annually, and keep documentation available in case the L&I inspector needs to see it.

Helping you with safety,

**Travis Brock** **Johnathan Kirby**

**Director of Safety** **Safety Coordinator**

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