



April 2018

Dear RETRO Members;

April is **Distracted Driving Awareness Month** and the [National Safety Council](#) reports the many people die needlessly each year because drivers continue to use their cell phones while driving, handheld or hands-free. Texting while driving is even worse because it causes you to take your eyes off the road! Reinforce your company policy of no cell phone use to employees that are driving company vehicles!

First topic is: **Fire Extinguishers** - Even though your company may be equipped with automatic sprinklers or other means of fire protection, the portable fire extinguisher is the first line of defense in the control of fires at their start. Regular inspections and recharging program should be in place to insure that when an extinguisher is needed, it is fully operational. Also, review to make sure there are enough for your size of operation and that your employees know how to use them. You will see links below for more information about basic fire extinguisher operation, which will explain the P.A.S.S. method of putting out a small fire. Here are some helpful links to train your staff today! [RASI SafetyTV](#) has videos on how to use and the [Safety Library](#) has additional information for your safety meeting. The **SAFEME** app <http://www.wrasafeme.org/> has a module on Fire Extinguisher Use that can be used as a great refresher course!

The second item is: **APP Review** - All employers in Washington State are [required](#) to create a written **Accident Prevention Program (APP)**. Many businesses regard their APP as the cornerstone of their overall safety program. In order to meet written program and other APP requirements, businesses will need to:

- Look around to identify workplace hazards that could hurt employees.
- Find and apply ways to reduce or eliminate hazards.
- Provide a detailed safety orientation to employees so they understand the possible hazards of their particular job and how to work safely.

As each APP is customized to meet your business needs and depending on the activities and hazards in your specific workplace, additional requirements may apply. You can contact me for assistance on developing or updating your APP. Some other tools can be found here: [L&I APP tools](#). This is L&I's number four cited item for 2017.



Here at WRA, we want all employees to take the time and be safe! If you have questions or would like additional assistance, please contact me.

Thinking safety for you,

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