



BIE SAFETY ADVISOR

With the passing of the year it is time for employers to analyze their OSHA 300 logs from 2014 and determine that they have correctly recorded work related injuries and illnesses. It is also time to create your annual summary; the OSHA 300A.

The summary must be certified by the owner, company executive, highest-ranking company official at the site or their supervisor. When complete the form must be posted in a conspicuous place where you would normally post employee notices. It must be posted February 1st and remain posted until at least April 30th.

More and more contractor pre-qualification requirements include the submission of an employer's injury and illness logs. Inaccuracies in your recordkeeping logs could jeopardize an employer's ability to bid a project and ultimately affect their bottom line. Below are a few Recordkeeping tips:

1. Each construction site anticipated lasting longer than one year requires its own recordkeeping logs for that site.
2. Do not forget to count employees not on your payroll (such as temporary workers) if they are under the direct supervision of your company.
3. Do not count the day the injury occurred when determining your day count. Count the first full day an employee missed or is restricted.
4. Don't forget to count weekend days and holidays in your total. You must count days the employee would have been able to work; not what they are scheduled to work.
5. Never exceed 180 days when counting days away, days of restriction or transfer, or a combination of any of these.

NEW OSHA REPORTING REQUIREMENTS:

Beginning Jan. 1, 2015, there will be a change to what employers are required to report to the Occupational Safety and Health Administration. Employers will now be required to report all work-related fatalities within 8 hours and all in-patient hospitalizations, amputations, and losses of an eye within 24 hours of finding about the incident.

Previously, employers were required to report all workplace fatalities and when three or more workers were hospitalized in the same incident. OSHA believes the updated reporting requirements will have a life-saving purpose by enabling employers and workers to prevent future injuries by identifying and eliminating the most serious workplace hazards.

Employers have three options for reporting these severe incidents to OSHA. They can call their nearest area office during normal business hours, call the 24-hour OSHA hotline at 1-800-321-OSHA (1-800-321-6742), or they will be able to report online at www.osha.gov/report_online.



Monthly Toolbox Talk

Working in the Cold

This time of year cold can be a real hazard at construction sites in our region. Cold temperatures and increased wind speed (wind chill) cause heat to leave the body more quickly, putting construction workers, working in the cold, at risk of cold stress. Risk factors include dressing improperly, wet clothing/skin, and exhaustion. To prevent these exposures, workers should know and understand cold stress hazards, symptoms and prevention. Common types of cold stress include:

Hypothermia

- Normal body temperature (98.6°F) drops to 95°F or less.
- **Mild Symptoms:** alert but shivering.
- **Moderate to Severe Symptoms:** shivering stops; confusion; slurred speech; heart rate/breathing slow; loss of consciousness; death.
- **Exposure Response:** To prevent further heat loss: Cover the body (including the head and neck) with blankets, and with something to block the cold (e.g., tarp, garbage bag). **Do not** cover the face. Move the worker to a warm place. Change to dry clothes.
- **Call 911** immediately in an emergency. If medical help is more than 30 minutes away:
 - Give warm, sweetened drinks if alert (no alcohol).
 - Apply heat packs to the armpits, sides of chest, neck, and groin. Ask 911 for additional rewarming instructions.

Frostbite

- Body tissues freeze, e.g., hands and feet. Can occur at temperatures above freezing, due to wind chill. May result in amputation.
- **Symptoms:** numbness, reddened skin develops gray/ white patches, feels firm/hard, and may blister.
- **Exposure Response:** Follow the recommendations “**For Hypothermia**”. Do not rub the frostbitten area. Avoid walking on frostbitten feet. **Do not** apply snow/water. **Do not** break blisters. Loosely cover and protect the area from contact. **Do not** try to rewarm the area unless directed by medical personnel.

Trench Foot (also known as Immersion Foot)

- Non-freezing injury to the foot, caused by lengthy exposure to wet and cold environment. Can occur at air temperature as high as 60°F, if feet are constantly wet.
- **Symptoms:** redness, swelling, numbness, and blisters.
- **Exposure Response:** Remove wet shoes/socks; air dry (in warm area); keep affected feet elevated and avoid walking. Get medical attention.

How to Protect Yourself and Others

- Gradually introduce yourself to the cold; schedule breaks in warm areas.
- Know the symptoms; monitor yourself and co-workers.
- Drink warm, sweetened fluids (no alcohol).
- Dress properly:
 - Layers of loose-fitting, insulating clothes, insulating/waterproof boots
 - Insulated jacket, gloves, and a hat (waterproof, if necessary)

