



Speaking of Safety

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From the President's Desk

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For the last several months, I have written about the drastic changes that Michigan's economic climate has forced upon our businesses and how our businesses have been resilient to many of the challenges that faced them. As we close out 2009 and begin planning for 2010, it is likely that many companies will plan to conduct business with prudent budgets and staffing resources. As such, this is certainly not the time to risk losing employees to workplace injuries or accidents or to the seasonal or H1N1 flu. Businesses should continue to be diligent with workplace safety training and planning. Squeezing in added safety training sessions now will help improve productivity and reduce worker absenteeism throughout the upcoming months. Encouraging good health practices and even providing vaccinations to employees will also help to reduce seasonal absenteeism.

Throughout this year, the Safety Council has seen a reduction in our membership rates. In addition, several volunteer members have served on our board and have had to leave which has opened many positions that we need filled. The Safety Council is seeking members to join the Safety Council board of directors. The board meets monthly to discuss activities and opportunities that the Safety Council might be involved with throughout the year. According to the by-laws that govern the Safety Council, a board member's term is three years and they must be a member of the NSC/Safety Council for Southeast Michigan. Any amount of time or support that a member can offer to the Safety Council is greatly appreciated. Benefits of joining the Safety Council board of directors include being actively involved in the Safety Council's planning and activities, networking opportunities, and marketing opportunities for your company. The Safety Council is a 501c3 non-profit organization and relies on the support of our membership. If you have questions regarding the commitment of a board member, please contact me at 248-858-8830.

Jack Mihalko, MA
President/CEO

*All of us at the Safety Council wish you the happiest of
holidays and a wonderful New Year!*

Calendar of Events

Register today for these upcoming classes & seminars:

December 11, 2009 -DDC-4, 8:30 am, Safety Council Training Center

December 18, 2009 - DDC 8, 8:30 am, Safety Council Training Center

January 8, 2010 - DDC-4, 8:30 am, Safety Council Training Center

January 15, 2010 - DDC 8, 8:30 am, Safety Council Training Center



The Safety Council's scheduled training classes take place at the Safety Council Training Center in Bloomfield Hills, unless otherwise noted. The Safety Council is also able to take our training on the road. Contact the Safety Council to discuss hosting a training opportunity at the job site. The Safety Council's experienced trainers customize classes to address the specific needs of the of the company or job functions requiring the training. In addition, since the Safety Council is a non-profit organization, class prices meet the most stringent budgets. Proper safety training is a simple way to improve the bottom line. Safe employees and job sites equals less workman's compensation claims, days off work, and actually improves productivity. Any formula for success includes a safe workplace.

Don't wait until an accident costs you too much. Register for training today. Registration for all classes and seminars ends five (5) business days before listed start date. Payment must be made in advance to complete the registration process. Download our registration form from www.safetycouncilsemi.org under the Events Calendar page or Classes page.

In the Spotlight – Proper Lifting Techniques

The back and core muscles are important for proper sitting, walking, standing, and moving, which is why good lifting and carrying techniques are important. Good posture and proper exercise can keep the back and core in good shape, but one poor lifting technique could result in a back injury. Preventing back injuries are easier than repairing or recovering from them.

This winter, whether shoveling snow, lifting heavy presents, or moving objects on the job, consider these tips to limit the risk of injury:

- Familiarize yourself with the object to be lifted to determine whether it can be lifted easily or whether help may be required.
- Make sure the weight is balanced and won't tip toward the side or cause you to twist when lifting.
- Get close to the item, don't reach for the item to be lifted, or lift it with extended arms.
- Don't arch the back when lifting, keep the back straight. Use the legs and arms to lift the item - NOT the back.
- Use slow and smooth movements. Don't rush or be in a hurry. Pace yourself if moving several objects. Don't lift too much at once.
- Know where you will be placing the object and be aware of slippery spots, rugs, or other trip & fall hazards.

Taking a few extra minutes to plan out and execute the lifting of heavy objects, and to lift them safely, could prevent a common back injury. Stay safe at home and at work by using safe lifting techniques.

Winter & Holiday Safety Tips

Winter is here and the holidays are right around the corner. Right when we are at our busiest, and at the worst possible time, accidents tend to happen. Why - because we are stressed, rushed, and distracted. Taking a few extra minutes to prepare for each day's activities can help to reduce safety risks on the job, at home, and on the road.

On the job: Trying to complete work tasks and projects in time for a holiday break can be a big stress factor on the job. Stress can result in distraction from immediate tasks which can lead to a workplace accident or injury. Extra rest and good sleep habits will help keep you healthy and focused. Organize the days tasks each morning and plan out the next day's events after the work day is over. Knowing what you need to accomplish and by when can reduce stress levels.

At home: Fragile holiday decorations, especially antiques, can create a choking hazard or danger to young children. Keep breakables, holiday plants, and holiday alcoholic drinks out of the reach of children. Candles are a common holiday decoration and common holiday hazard. Supervise all lit candles and place them away from flammable materials such as drapery, garland, plants, etc. Extinguish all candles before leaving the house or retiring each night.

On the road: Michigan's winter roads are frequently wet, icy, or snow-covered which is a risk to even the most experienced drivers. Slick roads can cause tires to slip and cars to swerve, so drive under the speed limit in slick conditions and leave extra space around you in case other cars begin to lose control. Even though your car may be in control, others may not exhibit as much caution.

Drinking & Driving: Know your limit when attending family parties and special holiday events. Drink responsibly and encourage others to drink responsibly. According to the NSC, alcohol plays a factor in more than half of all traffic fatalities. Eat while drinking, drink water between alcoholic drinks, and set a limit for alcoholic drinks. Don't let friends or family drive home if they have been drinking. Taking a cab is much safer and cheaper than a DUI or an accident.

Be safe this winter and during the holiday season. The Safety Council wishes you and your families a safe and enjoyable holiday season.

MIOSHA Record-Keeping

In early 2010, get the MIOSHA Form 300A Summary ready for posting. All employers with 11 or more employees are required to prepare and maintain records of work-related injuries and illnesses in accordance with MIOSHA's recordkeeping requirements. Employers must post only the MIOSHA Form 300A Summary of the previous calendar year from February 1 to April 30.

No injuries or illness this year? Congratulations on a great year of safety! Companies with no injuries or illnesses in the previous calendar year must post the form with zeros on the total line.

If you have any questions with getting MIOSHA Form 300A Summary prepared, please review Part 11 - Recording and Reporting Occupational Injuries and Illnesses to see exactly which cases to record. Or, call the Safety Council to set up a Record-Keeping class for your Safety Department or your employees responsible for this important record-keeping. The Safety Council can bring this important safety training course to you! Call the Safety Council to schedule the MIOSHA Recordkeeping class so that you can have your Form 300 A ready for posting on February 1st.

Safety in the New Year

Make 2010 the safest year yet for your company by focusing on continual safety improvement. Strive to advance employee safety by reevaluating the corporate safety program. Make sure the policies and procedures are up-to-date and valid for the current work climate. Determine whether the procedures will work as effectively today as they did the day they were written.

Evaluate the success of the corporate training classes and make sure that the presentations include current facts, data, and procedures that will help your employees stay safe. Are employees really learning how to perform their job safely? Are they listening and learning what is being taught? Are all employees provided with the proper tools to be safe on their specific jobs?

Perform an internal audit of all safety-related matters on the job site. An annual audit, if not performed more often, can catch flaws in the safety program or unsafe activities that may not be accurately addressed in the corporate safety program. Catching these safety mistakes before someone is injured on the job could not only save an employee from an injury or illness, but it can also save the company time and money - including considerable fines should OSHA or MIOSHA catch these safety mistakes first.

The Safety Council can help you improve your safety training program and courses. Call us to find out how.

Our Mission

The Safety Council for Southeast Michigan is a not-for-profit, public service organization. As the primary leader, our purpose is to provide the highest quality health and safety information, education, and training programs for our members and the community.

The Council's goal is to prevent injuries and illnesses, and property loss concerning every aspect of a person's life. This will be accomplished through open communication and networking by our organization with Council members and the community.

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