NOVEMBER 1983

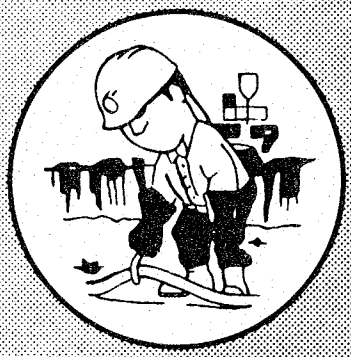
HOLMES SAFETY ASSOCIATION

E PLURIBUS UNUM

SAFETY EFFICIENCY

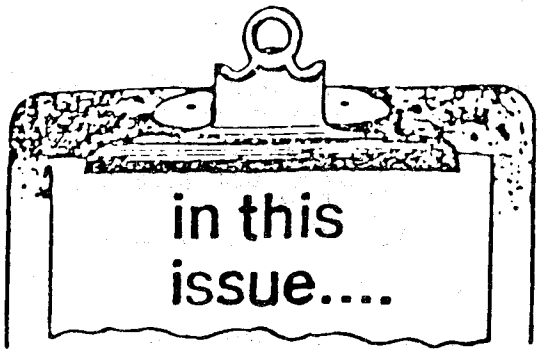
MINERAL INDUSTRIES

BULLETIN



BE ACCIDENT FREE IN "83"

HOLMES SAFETY ASSOCIATION



November 1983

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HOLMES SAFETY ASSOCIATION MONTHLY SAFETY TOPIC

Harman Mining Corp
Central Shop
Harman, Virginia

Harman Mining Corp
Prep Plant
Harman, Virginia

Jewell Ridge Coal Corp
Central Shop
Jewell Ridge, Virginia

Jewell Ridge Coal Corp
Jewell 18 A Mine
Jewell Ridge, Virginia

Jewell Ridge Coal Corp
Jewell 18 Prep Plant
Jewell Ridge, Virginia

Hobbs Brothers Coal Co
Hobbs Brothers Coal
Whitewood, Virginia

Alfred Whited Coal Co Inc
Alfred Whited Coal
Cedar Bluff, Virginia

Omega Mining Co Inc
No. 100 Mine
Morgantown, W Virginia

Royal Tippling Inc
Royal Tippling
Kingwood, W Virginia

Piney Mountain Coal Co
No. 1 Mine
Maxie, Virginia

Bev Coal Co Inc
No. 1 Mine
Richlands, Virginia

Big Buck Mining of Ky Inc
No. 3 Mine
Conaway, Virginia

Meally Coal Co Inc
No. 2 Mine
Meally, Kentucky

Jupiter Mining Inc
Mining/Equipment
Meally, Kentucky

Viking Coal Co
No. 1 Mine
Grundy, Virginia

Deca Mining Co
Deca Mining
Grundy, Virginia

RBJ Coal Co Inc
No. 1 Mine
Mavisdale, Virginia

Amscot Coal Co
Amscot Coal
Hazleton, Pennsylvania

Tri-Star Mining Co Inc
Tri-Star Mine
Stacy, Virginia

Hoover Inc/Hoover-Donelson
Pike Quarry/Limestone
Nashville, Tennessee

Hoover Inc/Murfreesboro
Quarry/Mill/Limestone
Nashville, Tennessee

Best Loading Co Inc
Best Loading
Morgantown, W Virginia

B and H Excavating
B and H
Bruceton Mills, W Virginia

B and B Mining Inc
B and B Mine No. 2
Abingdon, Virginia

R and B Mining Corp
R and B Mine
Wise, Virginia

B and D Coal Co
B and D
Grafton, W Virginia

Pal Coal Inc
No. 1 Mine
Matewan, W Virginia

Pal Coal Inc
No. 2 Mine
Matewan, W Virginia

B J & B Coal Co Inc
No. 1 Mine
Grundy, Virginia

B U M Coals Inc
Alma No. 3
Matewan, W Virginia

Bluebird Coal Co Inc
Bluebird Coal
Gilbert, W Virginia

C and P Coal Co Inc
No. 3 Mine
Gilbert, W Virginia

Freeman Branch Mining
Freeman Branch
Laredo, W Virginia

North Eastern Mining
Coal City
Coal City, Indiana

Fossil Fuels Mining
Fossil Fuels
Switz City, Indiana

Thac-West Mining Inc
No. 2 Mine
Sidney, Kentucky

Scorpio Energy Inc
Scorpio Energy
Big Rock, Virginia

Chimney Rock Coal Co
Martinez Mine
Pagosa Springs, Colorado

Pueblo Coal Inc
Carbon Junction
Durango, Colorado

Occu Safe Specialists Inc
Mine Rescue
Butte, Montana

NYAC Mining Co
Dredge No. 4/Gold
NYAC, Alaska

Northland Gold
Dredging/Gold and Silver
NYAC, Alaksa

Atlas Supply/Equipment Co
Supplies and Explosives
Clarksburg, W Virginia

Bruceton Explosives Inc
Explosives/Sale and Use
Bruceton Mills, W Virginia

Menominee County Road Comm
Maintenance-Construction
Stephenson, Michigan

J K & G Coal Co
J K & G
Wise, Virginia

Binchfield Mining Inc
Binchfield Mine
Wise, Virginia

Mathes Quarry
Stone
Corydon, Indiana

Lawson Mining Co Inc
Lawson Mine
Coeburn, Virginia

Spuns Fork Coal Co Inc
Spuns Fork
Lebanon, Virginia

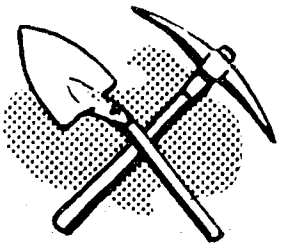
Mashuda Construction Co
No. 29
Morgantown, W Virginia

HOLMES SAFETY ASSOCIATION

HOLMES SAFETY ASSOCIATION

SAFETY TIPS

Mining Section



DAILY SAFETY PROCEDURE FOR SHOP BOSSES

The following daily safety procedure for shop bosses was developed by the Bureau of Safety of the Anaconda Company to help shop supervisors promote safe and efficient work. Similar procedures may be developed for any operation using this form as a guide.

Procedures should be reproduced as small, pocket-size cardboard booklets, or on sheets for pocket loose-leaf notebooks.

1. On your first contact with each person of your crew every shift, follow this general procedure:

    a. Observe physical appearance to detect possible sickness, intoxication or personal injuries not reported on the job. Take proper action when necessary.

    b. Check to see that the clothing is proper for the job and that all personal protective equipment required is being worn including safety glasses, safety hat and hard-toed shoes or boots.

    c. Line up the work for the shift being sure to stress the safety precautions or practices involved. Mention any unusual conditions reported to you by the previous shift. Warn truckdrivers about obeying all local traffic rules and regulations and to be especially cautious if required to drive in an open pit, where they must watch for and obey all safety signs.

    d. Remember the formula for safety and efficiency:
        1. What you want done.
        2. How you want it done.
        3. Who is to do it.
        4. When it should be done.

-MORE-

2. During your first visit to each working place or work area, ask the miners these questions:

a. "What have you done to make your work safe and efficient today?"

b. "What are you doing now to insure your safety?"

c. "What else are you planning to improve your safety and efficiency?"

d. After they have answered these questions, make a thorough inspection to see that your original orders have been obeyed. Look for additional hazards, unsafe acts or practices. Then tell your employees what kind of a job you feel they have done on safety; housekeeping; proper care and use of tools, machinery or equipment; use of safety devices; proper work methods.

If you are not satisfied with their work or efforts, give further instructions or orders, lectures, issue warning or reprimand slips or discharge according to the severity of the offense and according to your fair and impartial judgement. Immediate discharge should be reserved for very serious safety infractions only.

3. Before leaving any work site or area be sure to ask yourself this question: "Have I overlooked anything which could cause an accident or injury?" Make a final check. Note if the proper tools, machines, or equipment are in good condition and if adequate supplies are on hand.

4. As you walk around the shop or visit outside work locations, be on the alert to observe the following hazardous conditions and take proper corrective action:

a. Note if general housekeeping is in order. Check to see that aisles or driveways are clear.

b. Note if materials, tools and supplies are properly and safely handled, stored or piled.

c. See that No Smoking signs are properly posted and that all smoking regulations are being observed.

d. Be particular about the complete observance of the special rules for metal cutting and welding operations. Be sure necessary permits are issued and all requirements are complied with.

-MORE-

e. Check all locations thoroughly for fire hazards, especially such items as accumulations of rubbish or debris, defective electrical cords, cables or equipment, that flammable solvents are not used, that blowtorches, plumber's furnaces or other heating devices are being used safely. Also see that all rags are kept in covered metal containers.

f. Be sure that a water hose and/or fire extinguisher is readily available.

g. See that all spilled oil or grease is cleaned up or sprinkled with an absorbent powder.

h. Note if all vehicles are in good condition and that they are properly and safely used or driven.

i. Observe if all machine, belt or equipment guards are in place.

j. Check to see that lock-out procedures are properly followed.

k. Make a special effort to observe acts of unsafe behavior.

l. Be sure that lighting and ventilation are adequate.

m. Inspect all work stagings and platforms to see that they are proper and safe.

5. Remember:

a. Treat everyone as you would wish to be treated if your positions were reversed.

b. If the student hasn't learned, the teacher hasn't taught.

6. Conduct a safety meeting at least once a week with your entire crew. Present a ten-minute safety talk.

7. Give oral safe practice reviews to each crew once a month.

8. Make a thorough investigation of all injuries that require hospital treatment. This may involve a visit to the hospital.

a. Fill out the supervisor's report on accidental injuries as soon as possible and as completely as possible.

b. Be sure to note in it if you are in doubt about any injury not being a work injury as claimed.

-MORE-

9. Give the safety engineer any information you may have on "off-the-job" injuries to your employees.

10. Also issue work reprimand slips as required for absenteeism, not enough work, quitting early, quarrelsome, disobedience of orders, improper handling of tools and equipment. (Record work reprimands)

11. Be sure that all of your employees are accounted for before leaving at the end of the shift.

* * * * * *

COUNCIL NEWS

The reorganized Clarion County - Grove City District Council recently hosted 44 members and guests at its annual summer golf outing at the Mayfield Country Club near Clarion, Pennsylvania. After a day of golf and refreshments, Council President Wendell Stahlman presented many trophies and prizes to the participants.

OUR MOST IMPORTANT INVESTMENT IS IN OUR PEOPLE.

November 1983

HOLMES SAFETY ASSOCIATION MONTHLY SAFETY TOPIC

FRONT-END LOADERS

The front-end loader has proved to be one of the most hazardous pieces of equipment that we use in the mineral industry. Fatalities involving the front-end loader lead all other equipment used in the industry. Statistics seem to show that most accidents occur while the machine is backing up; however, most fatalities occur when the unloaded machine is being trammed at high speeds from one area to another. Tramming is especially dangerous because the front-end loader, when empty, tends to bounce and weave at high speeds. Downgrades have also proved to be particularly hazardous, due to the increased problems in controlling the vehicle. Other hazards include collisions with other equipment while operating in congested areas, getting caught in pinch points of the bucket arms or articulated steering and the spilling of parts of the load on the operator or others working in the areas.

The operator must be aware of these hazards at all times and should be alert to the hazards that may cause injury. The following suggestions are only a minimum list of ways of minimizing the hazards and reducing the possibility of injuries on the front-end loader.

1. Prior to starting the front-end loader, the operator will check the machine for safety factors, including tires, brakes, emergency brakes, hydraulic systems, steering, lights and alarm systems. A checklist for your equipment should be provided for this purpose. If anything is wrong with the equipment, it should be reported to the proper authorities. **DO NOT START THE MACHINE IF IT IS NOT IN SAFE CONDITION!**

2. The operator will wear the proper protective equipment for the job. The minimum equipment must include safety hat, safety shoes, safety glasses and any other special equipment needed for the specific job.

3. Before starting the machines, the operator will make a thorough check of the area around the machine to be sure that the area is clear for movement.

4. No riders other than the operator will ever be allowed on the machine.

5. The operator will move the equipment very cautiously, especially in conjested areas. When backing, the operator must have a clear field of vision and signal by horn or other device so that others in the area will be aware.

-MORE-

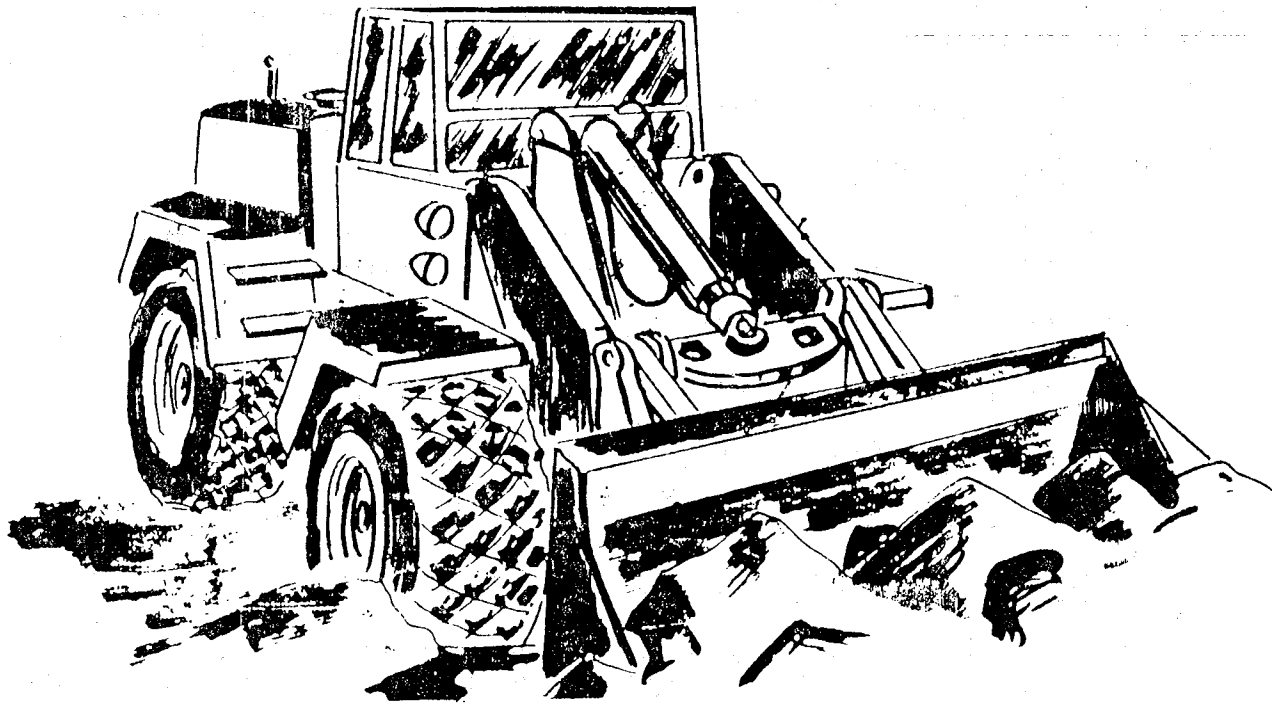
6. While tramming the machine, consideration will be given to road conditions, weather, traffic and grade. The loader will be moved at a speed slow enough to insure total operator control at all times.

7. When working near embankments or on grades, edges must be guarded by riprap, barricades, berms, or other suitable means to lessen the possibility of running off the edge. The loader speed should be regulated to a minimum, the engine should be engaged and the transmission should be in low range.

8. In loading a truck, established procedures must be followed at all times. The truck should be loaded from the driver's side whenever possible. The truck driver and loader must follow an established procedure during loading operations. The loader must know where the driver is at all times and the traffic patterns for the area must be shown and followed.

9. On leaving the cab, the bucket must be grounded and the machine shut down and locked to prevent any use by unauthorized persons.

Your company has probably established procedures that incorporate the general rules for front-end-loader operations. Know and follow these procedures for your own safety as well as for the safety of your employees.



November 1983

HOLMES SAFETY ASSOCIATION MONTHLY SAFETY TOPIC

WORK PRACTICE GUIDELINES

PERSONAL PROTECTION

A. WASHING FACILITIES. The cyanide mixing area shall be provided with a safety shower, eye wash and hand wash facilities and a fresh water wash-down hose.

APPLICABLE STANDARDS: 30 CFR 55, 56, 57.15-1

EXPLANATION: Cyanides are both caustic and toxic when mixed with water and the best antidote for skin and eye exposure is more water. The shower and eye wash facilities are for emergencies, the hand wash facility is for decontamination before leaving the area and the hose is for cleansing the mixing area and cleaning waterproof clothing. The floor drainage should be conducted to the mixing or storing tank. A large-volume system that can flood the eye for at least 15 minutes is required for efficient eye wash.

B. PROTECTIVE EQUIPMENT. Persons handling cyanide salts, solutions or open containers during normal mixing, maintenance and in situ (in its original place) leaching procedures shall wear the following protective equipment when appropriate:

1. Protective eye goggles;

APPLICABLE STANDARDS: 55, 56, 57.15-4

2. An appropriate NIOSH-approved respirator for cyanide dust or a NIOSH-approved gas mask for cyanide compounds;

APPLICABLE STANDARDS: 55, 56, 57.5-5

3. Waterproof clothing, face shields and gloves;

APPLICABLE STANDARDS: 55, 56, 57.15-6

4. Rubber boots or overshoes.

APPLICABLE STANDARDS: 55, 56, 57.15-6

In addition, all personal protective equipment and clothing shall be washed clean after use and otherwise maintained in a reliable condition.

APPLICABLE STANDARDS: 55, 56, 57.15-6

-MORE-

EXPLANATION: As cyanide solutions at the proper pH are caustic and the toxic compounds are absorbed through the respiratory system and skin, personal protection of the employee is a primary method for preventing injury and illness. Goggles protect the eyes from caustic burns. A respirator and gas mask protect the worker from inhaling cyanide dust and gas, respectively. The respirator does not give gas protection. Waterproof clothing and face shields protect the body from liquid splashes and gloves will protect the hands from dust and liquid exposures. Rubber boots and overshoes will protect the feet from splashes and are easy to clean. The waterproof protective equipment should be made of rubber or other material impervious to cyanide in solution. The rubber clothing, respirator and face shield should be cleaned before and after use to prolong the service life and prevent accidental personal contamination.

NOTE: Contact lenses should not be worn when working with cyanide.

C. EMERGENCY PROVISIONS. Kits for the treatment of cyanide poisoning shall be made conveniently available at workplaces where cyanide salts are used and where there is a potential for exposure to hydrogen cyanide gas. The kits shall be checked for appropriate content on a regular basis. The name and phone number of an attending physician or local hospital shall be posted in a prominent place. Employees shall be instructed in the symptoms and emergency treatment of cyanide poisoning.

APPLICABLE STANDARDS: 30 CFR 55, 56, 57.15-1; .18-6; .18-10; .18-12; .18-14

EXPLANATION: Cyanide compounds are acute poisons; adverse health effects result relatively soon after exposure to toxic concentrations. For this reason it is important that provisions are made for the emergency medical treatment of affected employees. Poisoning symptoms may include headache, muscle weakness, difficulty in breathing, dizziness and nausea.

A local physician, other trained medical person or hospital representative should be made aware, prior to any potential poisoning, that cyanide reagents are being stored and used on the mine property. This medical authority should be advised to have an emergency treatment plan in case an accident should occur. Employees assigned to cyanide handling and storage areas should be advised of the toxic effects and symptoms of cyanide exposures and the appropriate emergency treatment. Should poisoning occur, trained employees must begin treatment immediately without waiting for a physician.

-MORE-

The purchase of cyanide poisoning first-aid kits requires a physician's prescription. When the prescription is obtained, arrangements should be made for the physician to instruct designated persons in the proper use. The kits should be kept in a secure place to prevent the loss or unauthorized use of the contents.

First-aid treatment kits should contain the following as a minimum:

1. Two dozen current amyl nitrite pearls for inhalation;

2. Two ampules of sterile sodium nitrite solution for injection (10 milliliters of a 3-percent solution in each);

3. Two ampules of sterile sodium thiosulfate for injection (50 milliliters of a 25-percent solution in each);

4. Two sterile 10-milliliter syringes and one sterile 50-milliliter syringe with sterile intravenous needles;

5. One tourniquet to facilitate the administration of injectable medications;

6. One stomach tube to wash swallowed solutions from the stomach.

Instructions for the use of first-aid kits should be posted or contained within the kit. Although the injectable medications contained in the kit must normally be administered by a physician or other trained medical person, immediate resuscitation of a victim should be attempted by trained employees. The three most important steps in the first-aid treatment of cyanide exposures are to remove the victim from the source of exposure, maintain breathing and administer amyl nitrite.

The following are guidelines for the emergency treatment of cyanide exposures:

1. Spashes into the eyes:

   a. Contact lenses should not be worn while working with cyanide. If present, they must be removed prior to flushing the eyes with water.

   b. Immediately flush the eyes with large amounts of clean water for a minimum of 15 minutes while occasionally lifting the upper and lower eyelids.

-MORE-

c. Refer to inhalation exposure procedures below.

d. Contact a medical authority.

2. Contact with skin:

a. Remove wet, contaminated clothing.

b. Immediately flush the affected areas with large amounts of water.

c. Refer to inhalation exposure procedures below.

d. Contact a medical authority.

3. Internal exposures by swallowing:

If the victim is conscious, induce vomiting by having the victim drink soapy water or mustard water. If these are not immediately available, give clear water and mechanically induce vomiting with a finger down the throat. Never attempt to induce vomiting in an unconscious victim. Refer to inhalation exposure procedures below and contact a medical authority.

4. Inhalation exposures:

a. Remove the victim from the contaminated area, using established emergency rescue procedures. The rescuer must avoid cyanide exposure.

b. Begin artificial resuscitation if breathing has stopped.

c. Hold a broken amyl nitrite pearl 1 inch from the victim's mouth and nostrils for 15 seconds. Repeat five times at 15-second intervals. Use a fresh pearl every 5 minutes until three or four pearls have been administered.

d. Contact a medical authority.

Cloth clothing that has been wetted with cyanide solution or contaminated with dust may contain many times the cyanide lethal dose. This clothing should be either washed at the plant or at least hosed down and dried if taken home to be washed. Contaminated clothing should first be washed in a clear water rinse, then laundered with a detergent not containing chlorine. Bleach should not be used on cyanide-contamined clothing, as most bleaches contain chlorine which may produce highly toxic cyanogen chloride (CNC1) when reacted with cyanide. The wash room should be ventilated in order to eliminate any gases formed by a cyanide and detergent or bleach reaction.

November 1983

HOLMES SAFETY ASSOCIATION MONTHLY SAFETY TOPIC

HUNTING SEASON: THE TEN COMMANDMENTS OF SHOOTING SAFETY

1. Treat every gun with the respect due a loaded gun.

2. Watch that muzzle! Carry your gun correctly. Keep the safety on until you're ready to shoot. Never pull a gun toward you by the muzzle.

3. Unload your gun when it's not in use. Take down or have the action open. Carry your gun in a case to the shooting area.

4. Be sure the barrel is clear of obstructions. Carry only ammunition of the proper size for the gun you are shooting.

5. Be certain of the target before you pull the trigger. Know the identifying features of the game you hunt.

6. Don't point a gun at anything you don't want to shoot. Avoid all horseplay.

7. Don't climb a tree or fence. Don't jump a ditch with a loaded gun.

8. Don't shoot at a flat, hard surface or at water. At target practice make sure your backstop is adequate.

9. Store guns and ammunition separately--beyond the reach of children!

10. Don't drink before or during shooting.

November 1983

HOLMES SAFETY ASSOCIATION MONTHLY SAFETY TOPIC

TRAVELWAYS

Accidents along travelways, walkways, paths and on working surfaces often result from stumbling, slipping and falling. Generally, the haulage track or the area immediately adjacent to it is used as the travelway and conditions along it determine the extent of the hazards under this section. Drifts and shafts may be wet and muddy. These conditions are readily transferable and lead to poor footing on steel or wooden decks of jumbos, on staging or scaffolding, ladders or stairways and at shaft station ramps. Failure to provide adequate clearance, guardrails and toeboards, when necessary, has led to accidents.

Failure to drain and pump water and to prevent accumulation of debris adds to the probability of accidents along travelways. Other factors contributing to accidents are lack of back guards on ladders, unsecured ladders and failure to provide handrails and toeboards on elevated platforms and on stairways. Poor visibility from haze, dust and powder smokes, accumulated water, falls of rock and other obstruction permitted along passageways and failure to provide platforms in vertical ladderways are some of the other factors that are often associated with accidents.

The following general rules should apply to all travelways:

1. Ramps, elevated walkways and stairways should be of substantial construction, provided with toeboards and handrails and maintained in good condition.

2. Ladders should be of substantial construction and maintained in good condition.

3. Wooden ladders should be constructed of sound lumber and have:

    a. Side rails not less than 2 by 4 inches, nominal and spaced at least 12 inches apart.

    b. Steps not less than 1 by 4 inches, nominal and recessed flush with side rails.

    c. Tops of steps spaced regularly not more than 12 inches apart.

4. Ladders may rot quickly. Check the ladders to insure that all steps are sound.

5. Rungs on metal ladders should be at least 1 inch in diameter and free of walls and projections. Distances between side rails and between tops of rungs should be the same as for wooden ladders.

-MORE-

6. Flexible ladders should be used only where rigid ladders may be impractical, such as, below timbering while shaft sinking. Flexible ladders should be anchored at both ends and hung so that hand room and toe room are not restricted unduly.

7. Ladders should be anchored securely, installed to provide at least 3 inches of toe clearance and should not incline backward at any point.

8. Ladders should be offset and have substantial landings at least every 30 feet.

9. Ladders should project at least 3 feet above landings or substantial handholds should be provided above the landings.

10. Ladderways, stairways, walkways and ramps should be kept free of debris or other material.

11. Adequate clearance should be provided along travelways. They should be kept free from stumbling and slipping hazards and protruding obstacles.

12. Abrupt changes in overhead clearance and areas of poor footing should be marked appropriately to warn of the hazards.

13. Vertical clearance above stair steps should be a minimum of 7 feet.

14. Persons climbing or descending ladders should face the ladders and have both hands free for climbing.

15. Openings along travelways and through which people or materials may fall should be barricaded, protected by railings or covered.

16. Scaffolds should be of substantial construction. Floorboards should be properly laid and of sufficient strength to support the maximum load. Scaffolds should be removed and stored properly as soon as the work is completed.

17. Stile crossovers equipped with handrails and toeboards should be provided where it is necessary to cross conveyors.

18. Railed-nonskid walkways should be provided wherever persons are regularly required to walk alongside elevated conveyor belts.

19. Conveyors should be crossed only at designated crossover points.

-MORE-

20. Hand ropes and/or cleats should be provided on slippery walkways.

21. Portable ladders should be provided with nonslip bases.

Look over your area. Is there a hazard that can be corrected before an accident occurs?

TOMORROW IS YOUR BEST REASON FOR SAFETY TODAY

* * * * * * * * *

DON'T FALL FOR EXCUSES

When anyone says, "I don't have the time", what they are really saying is that other things sometimes are more important. Sometimes we feel squeezed and complain that the day is not long enough but we usually can find the time we need. For example, if someone said that I could keep all the $20.00 bills I could count between now and midnight, you can bet that I'd find the time to count. We have time to do everything we want to. Every morning we wake up with a billfold of 24 hours of time. We're on this earth such a short period of time. Let's slow down. Let's not hurry. Let's not worry. Let's take time for safety and smell the flowers as we go along.

November 1983

HOLMES SAFETY ASSOCIATION MONTHLY SAFETY TOPIC

GOOD HOUSEKEEPING INSPECTION SHEET

AREA Receiving SUPERVISOR: DATE:

DEMERITS: RATING: BONUS:

A-ORDERLINESS, CLEANLINESS
(Cluttered, out of place, unnecessary, dirty, defaced, greasy)

1. Floors, aisles, storage space _____
2. Trucks, trailers, conveyors _____
3. Desks, files, work areas, office _____
4. Corners, out-of-the-way places _____
5. Machines, furnaces _____
6. Work places, tables, benches _____
7. Tool & supply cupboards or containers _____
8. Tool cribs or areas _____
9. Mechanics' benches or areas _____
10. Washrooms, toilets, fountains _____
11. Lockers - personal _____
12. Yard areas _____

B-SCRAP AND RUBBISH

1. Should have been removed _____
2. No containers _____
3. Wrong type of containers _____
4. Scrap containers not tagged _____
5. Rubbish in scrap containers _____

C-TOOLS AND SUPPLIES

1. Inadequate for purpose _____
2. Worn out, broken _____
3. No place for _____
4. Wasteful or inefficient use _____

D-MATERIALS

1. Badly piled or blocked _____
2. No ticket or identification _____
3. Should be stocked, scrapped or otherwise disposed _____

E-POWER (Wastage, Leakage)

1. Current _____
2. Steam _____
3. Compressed air _____
4. Heat, fuel, light _____

-MORE-

F-LIGHT AND VENTILATION

1. Condition of fans, blowers, hoods, fixtures _____
2. Inadequate light, air, ventilation _____
3. Obstructed by dirt, etc. _____

G-MAINTENANCE (Repairs, overhauls, replacements)

1. Floors, doors, walls, windows _____
2. Wiring, service pipes etc. _____
3. Machines _____
4. Hoists, tractors, motors _____
5. Other machine accessories _____
6. Cranes, tractors, conveyors _____
7. Trucks, trailers _____
8. Tables, stands, benches _____
9. Racks, trays, skids platforms _____
0. Miscellaneous equipment _____

H-SAFETY

1. Hazard - direct control _____
2. Hazard - indirect control _____
3. Unsafe practice _____
4. Accessibility of stretchers, fire extinguishers _____
5. Breach of safety rules _____
6. Failure to instruct _____

INSPECTOR_____

Inspection rating sheet housekeeping progress chart, displayed where all can see it, will keep employees informed and help maintain interest in the housekeeping program.

HOLMES SAFETY ASSOCIATION

DEPARTMENT SUPERVISOR'S UNINSURED ACCIDENT COST REPORT

Injury Accident _____
No-Injury Accident _____

Date _____ Name of injured worker _____

1. How many other workers (not injured) lost time because they were talking, watching, helping the accident? _____

   About how much time did most of them lose? ___ hrs. ____ minutes

   Hourly rate _____ X Time lost _____ = $_____

2. How many other workers (not injured) lost time because they lacked equipment damaged in the accident or because they needed the output or aid of the injured worker? _____

   About how much time did most of them lose? ___ hrs. ___ minutes

   Hourly rate _____ X Time lost _____ = $_____

3. How much time did injured worker lose on day of injury for which he/she was paid? _____ hrs. _____ minutes

   Hourly rate _____ X Time lost _____ = $_____

4. How much of supervisor's time was used assisting, investigating, reporting, assigning work, training or instructing a substitute, or making other adjustments? _____hrs. _____ minutes

   Hourly rate _____ X Time lost _____ = $_____

5. Describe the damage to material or equipment _____
   _____.

   Estimate the cost of repair or replacement of above material or equipment $_____

6. Delay in shipping or other special non-wage costs due to stopping an operation $_____

7. If operations or machines were made idle, will overtime work probably be necessary to make up lost production? Yes ___ No ___. Will it be impossible to make up loss of use of machines or equipment? Yes ___ No ___.

8. Total estimated uninsured cost $_____

*Courtesy of the Arizona State Mine Inspector's Office

HOLMES SAFETY ASSOCIATION

HOW THE WORKER PAYS

-The worker's:

-health may be permanently affected by the injury.
-earnings may be reduced because the injury may force the worker to take a lower paying job.
-productive years may be reduced by the injury.
-morale may be destroyed..a sense of futility..a feeling of what's the use?..the sense of being a burden..or nobody wants a cripple.
-lowered earnings may mean a reduction in living standards, plans for the family, purchase of a home, insurance, or education of the children.

THE CO-WORKERS PAY TOO

-damaged equipment can injure other workers.
-when equipment is destroyed, or damaged, workers can be laid off until it is repaired or replaced.
-a fire can close down a whole plant and put everyone out of work until it is rebuilt, if ever.

THE COMPANY PAYS TOO
THE COMPANY PAYS TWO KINDS OF COSTS

1. **Direct Costs** - - - which include:

-salary of the injured.
-compensation insurance premiums.

AND..THESE COSTS ADD UP TO ONLY ABOUT 20% OF THE TOTAL COST

2. **Indirect Costs** - - - which include:

-damage to or destruction of tools, machinery, equipment, materials.
-production time of workers who stop to watch or talk about the accident.
-time of supervisor and others who try to help the injured worker.
-time of supervisor to investigate the accident and prepare reports.
-time of supervisor to reorganize jobs.
-time to select and train a replacement for the injured worker.
-time and production lost because of the break-up of a crew.
-overtime necessary to get the work out.
-lowered efficiency of worker for a period upon return to work.
-possible loss of business because customer cannot wait for late delivery.

*Courtesy of the Arizona State Mine Inspector's Office

HOLMES SAFETY ASSOCIATION

SAFETY TIPS

MACHINE HAZARDS

Today, machines can do almost anything we humans do, only better and faster. They'll chew, tear, pull, squeeze, cut, rip, anything that is fed to them -- even a hand, or an arm. Remember though, they can't **THINK!** So you think about it.

Here are six safety practices which, if followed consistently, will minimize those operational errors which lead to accidents:

1. Know the machinery you operate.

2. Keep guards in place.

3. Keep hands away from exposed moving parts.

4. Don't wear gloves or jewelry when working with machines.

5. Wear eye protection.

6. Dress in comfortable, well fitting clothes.

*Never operate a machine unless you have been checked out on it by a qualified person. You should know the machine's "ins & outs."

*Never remove guards unless it is to make repairs or adjustments but shut the machine down first and lock it out. Then replace the guards.

*With few exceptions, wearing gloves around machines is taboo. They can get snagged and pull your hand into the works. DO wear gloves to protect your hands when handling oily, sharp or rough material.

*Don't wear rings and watchbands around machinery or when you are handling materials. Many finger injuries are laid on the door step of a finger ring which became caught on a bolt, nail, hook or other projection.

*Eye protection (safety glasses, goggles or face shield) are mandatory when operating machinery. Flying particles can do you in!

*Your clothing should fit you and your job. Loose fitting clothing can catch in or on moving parts of machines.

HOLMES SAFETY ASSOCIATION

Persons should not hitch rides on mobile equipment UNLESS Seats are Provided.

Don't tempt fate

BE ACCIDENT FREE IN "83"

HOLMES SAFETY ASSOCIATION

THE MYTH OF HEALTH IN AMERICA

Is good health of American people a myth? Consider the following unpleasant facts:[1]

1. The U.S. Public Health Service says a mere three million of our over 230 million population is really healthy.

2. Approximately 54 percent of all Americans die of heart disease or cardiovascular problems. Over 50 million suffer from severe heart disease. Heart specialists say if you're over 30 you have some form of heart disease.

3. About one billion visits are made to physicians annually in the U.S. Another 1/4 billion are made to hospital emergency rooms and clinics.

4. About 4-1/2 million people annually are poisoned from side effects or adverse reaction to drugs requiring their hospitalization; a great percentage caused by prescription drugs.

5. The U.S. ranks 89th among nations in the death rate.

6. Approximately one out of three Americans will have cancer.

7. Arthritis and rheumatic complaints will affect 77 percent of our adult population.

8. Generally 40 million suffer allergies!

9. Over 60 percent of Americans have defective vision!

10. Over 100 million are overweight, yet nearly all of these are malnourished in one way or another.

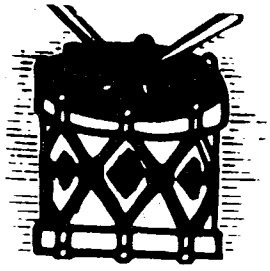
11. Over 30 million will spend some time in a hospital each year!

12. About 8 million suffer from psoriasis, the dread and ugly skin disease, pimples, acne, eczema, dandruff, warts, moles, rashes, itches and blemishes.

13. Over 50 percent suffer from chronic digestive disorders.

[1]From Today's Health Magazine

-MORE-

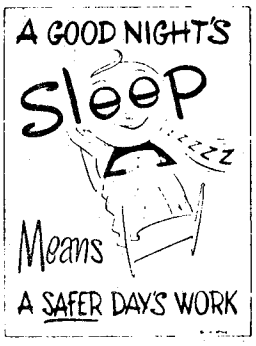


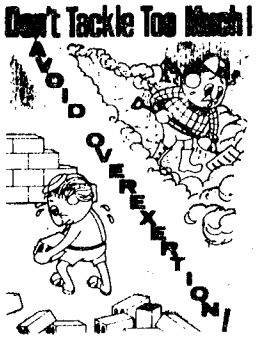
Today's Health

14. Approximately nine out of ten or 190 million suffer from a clogged colon.

15. Over half a billion colds will be suffered this year.

16. Half a billion dollars annually is spent on deodorants, not to mention what will be spent on perfumes, colognes, gargles, breath sweeteners, etc.





17. Over $104 billion will be spent this year on health care. Actually this is our disease bill!

18. Congressional leaders propose to increase the number of physicians in the U.S. to 600,000.

19. Generally over 100 million drink alcohol, a narcotic drug; however, 13 million of them are alcoholics.

20. Nicotine is only one of the 18 deadly poisons taken into the system when smoking is indulged. Over 110 million smoke cigarettes.

THE LAST WORD

Seat Belts?  Are You Putting Me On?

WHY?

1. A major cause of death in traffic accidents is being thrown from the vehicle.

2. When firmly belted in, you become a part of your car's weight and are protected by it from rapid changes in speed and direction.

3. Injuries are reduced by 60% when seat belts are in use.

WHEN?

1. All of the time when you are either riding or driving.

2. It makes no difference whether on a short trip or a long trip, since nearly 75% of the traffic accidents occur within 25 miles of home.

REMEMBER!!

Your seat belt won't keep you from having an accident--but it will keep you from "leaving the scene."

When driving or riding the only right place for your seat belt is right-on.

DISTRACTIONS THAT CAUSE ACCIDENTS

Want to prevent an automobile accident? Don't read a map while driving. Stop the car in a safe place, read the map, then drive on. If a bee or other stinging insect gets in the car, pull over, stop the car and let it out. Don't reach in the glove compartment while driving. Keep the dash free of sunglasses, papers and trinkets. Keep floor free from trash, bottles or cans that might roll under the accelerator. Carry a litter bag and use it.

- - - - - - - - - - - - -

A bright eye indicates curiosity, while a black one denotes too much.

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Ever notice that when you think you are to graduate from the school of experience, someone thinks up a new course?

ACCIDENTS DON'T JUST HAPPEN - THEY ARE CAUSED

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U.S. Department of Labor

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MSHA, Office of Holmes
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Educational Policy & Development
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Denver, Colorado 80225

5000-22
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United States Department of Labor
MSHA
Mine Safety and Health Administration

HOLMES SAFETY ASSOCIATION
MEETING REPORT FORM

For the month of ______________

TOTAL meetings held this month __________

TOTAL attendance this month _____________

Chapter Number _________ (See address label, if incorrect, please indicate change.)

____
(Signature)

____
(Telephone No.)

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(Title)

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