

# LaRC SAFETY HIGHLIGHTS

October 29, 2001

FY 2002 - Civil Servants



( ) = Number of new occurrences

OSHA Recordable Cases = Fatalities, Lost Time and Incidents  
Incidents = Non first aid medical cases which have less than 8 hours lost time



## Injury/Mishap Information

- The Center has been **76** days **without** a Civil Servant **Lost Time Injury** (Record 251 days).
- No first aid cases involving civil servants were reported.



**Safety Stand Down Day - November 2, 2001** - All Center personnel should plan on dedicating this day to safety activities.



**Safety Topic of the Month - Office Safety** - To ensure a safe office environment:

- Maintain clean and orderly offices, restrooms and storage areas;
- Provide a clear walking area;
- Do not run electrical or telephone cords across aisles/walkways;
- Immediately pick up items dropped on the floor;
- Use stepladders or appropriate stools to access out-of-reach items.



**Safety Posters** - A poster concerning **Office Safety** will be distributed to Facility Coordinators and Facility Safety Heads on October 31, 2001, for posting in facilities during the month of November.



**Weekly Video Schedule** - October 29 - November 2, 2001 - Fire in the Workplace; Small Spills and Leaks; Laboratory Safety; Office Safety; and Self-Inspections. (Contact Chip Quinn, 48743)