

Hazard Recognition: Hand Safety

June 2015

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Daily Safety and Health Topics

June 2015

Focus on Hazard Recognition:

Hand Safety



June 1, 2015

Safety Focus

GIVE YOURSELF A HAND

Two of the most intricately designed instruments that we work with each day are our hands. We probably couldn't use any other devices that can take the beatings our hands take and still turn out precision maneuvers. We have come to take our hands for granted, except when we get our finger pinched in a door or touch something very hot, or perhaps receive a minor cut or scrape. Then we remember that our hands are present and that they're sensitive, too. Unfortunately, we forget this experience and start taking them for granted again. A good thing to always keep in mind is that your hands are fearless. They'll go anyplace they're sent, and they'll act only as wisely as the person they belong to.

Health Tip of the Day

DON'T FORGET THE HELMET

Besides the hands, don't forget about protecting one's head as well. Did you know that bicycle helmet use has been estimated to reduce head injury risk by 85 percent? Always wear a helmet when riding a bike. Look for one approved by the American National Standards Institute or the Snell Memorial Foundation to ensure safety and quality. Help your children make it a habit to put on their helmets before getting on their bikes, just like putting on their seatbelts when they get in a car.

D&I Focus

"Teamwork isn't an exclusionary concept; it's inclusionary by nature." - Mark Medina

Today is... [Flip a Coin Day](#)

June 2, 2015

Safety Focus

HAND PROTECTION

Let's take a minute to talk about your hands. How would your life be affected if you lost a finger? Not Much? A lot? How about if you lost your thumb? No problem you say? Try using any tool effectively without your thumb. What if you lost a hand? Or both hands? There is a story of a grandfather who lost both of his hands and forearms in a farming accident when he was a kid. While he was a remarkable and successful man, there were many things that people with two good hands take for granted that took him years to master. Like eating with a fork, (he refused to use prosthetics), or dealing a deck of cards. What would you do if you lost your hands? Think about it. It probably would not be what you are doing now. Accidents don't just happen; they are caused by not paying attention and by not thinking of what can go wrong before it goes wrong. Remember, consequences versus likelihood from Human Performance training. I am sure that you can think of instances in your own life where you or somebody you know or love was injured because of these simple reasons. You may be shaking your head and thinking that you would never do such a thing. But how many times a day do you do something that could result in an accident to yourself or those around you? Someone, somewhere suffers an injury every single day, every single hour and probably every minute.

Health Tip of the Day

THE GIFT OF KNOWLEDGE

Paying attention to what can go wrong holds true about maintaining one's health. Of all the gifts a woman can pass on to her daughters, the gift of knowledge about bone health is one of the most important. Osteoporosis does affect men as well, but about 80 percent of those affected are women. Peak bone mass, the greatest amount of bone a person can attain, is reached in the late teens and early 20s. The following steps can help prevent osteoporosis: get the daily recommended amounts of calcium and vitamin D; engage in regular weight-bearing and muscle-strengthening exercise; avoid smoking and excessive alcohol; and talk to your health care provider about bone health.

D&I Focus

“We cannot eradicate violence if we do not build strong, inclusive communities.”
– U.S. Secretary of State Hillary Rodham Clinton

Today is... [National Rocky Road Day](#)

Hazard Recognition: Hand Safety

June 3, 2015

Safety Focus

HAND TOOLS

Hand tools are nonpowered. They include anything from axes to wrenches. The greatest hazards posed by hand tools result from misuse and improper maintenance. Some examples are:

- Using a screwdriver as a chisel may cause the tip of the screwdriver to break and fly, hitting the user or other employees.
- If a wooden handle on a tool such as a hammer or an axe is loose, splintered, or cracked, the head of the tool may fly off and strike the user or another worker.
- A wrench must not be used if its jaws are sprung, because it might slip.
- Impact tools such as chisels, wedges or drift pins are unsafe if they have mushroomed heads. The heads might shatter on impact, sending sharp fragments flying.

While the employer is responsible for the safe condition of tools and equipment used by employees, employees have the responsibility for properly using and maintaining tools.

Health Tip of the Day

BOOST FITNESS WITH INTERVAL TRAINING

Think of your body as a tool. One needs to keep in shape to avoid issues down the road. Interval training can be an effective way to boost your fitness level and burn more calories. Try one-minute intervals of more intense exercise mixed into your regular cardio sessions. For example, walk at a moderate intensity for five minutes, and then do one minute at a faster pace. Repeat the cycle several times. Make sure to include a proper warmup and cool-down, and check with your doctor before increasing your exercise.

D&I Focus

“Inclusiveness is never a bad thing. It suggests large-heartedness and a democratic process at work.” - Patricia Mukhim

Today is... [Repeat Day \(I said “Repeat Day”\)](#)

Hazard Recognition: Hand Safety

June 4, 2015

Safety Focus

POWER TOOLS

Power tools can be hazardous when improperly used. There are several types of power tools, based on the power source they use: electric, pneumatic, liquid fuel, hydraulic and powder-actuated. Employees should only use tools when they are trained in the use of all tools – not just power tools. Employees should understand the potential hazards as well as the safety precautions to prevent those hazards from occurring.

The following general precautions should be observed by power tool users:

- Before you start use STAR (Stop, Think, Act, Review).
- Never carry a tool by the cord or hose.
- Never yank the cord or the hose to disconnect it from the receptacle.
- Keep cords and hoses away from heat, oil and sharp edges.
- Disconnect tools when not in use, before servicing and when changing accessories such as blades, bits and cutters.
- Tools should be maintained with care. They should be kept sharp and clean for the best performance. Follow instructions in the user's manual for tool maintenance.
- Proper apparel should be worn. Loose clothing, ties or jewelry can become caught in moving parts.
- All portable electric tools that are damaged shall be removed from use and tagged "Do Not Use."

Health Tip of the Day

ARTHRITIS-FRIENDLY GOLF TIPS

With any tool, you want to use equipment that makes the job easier. For arthritis sufferers, playing golf can be a challenge. A few changes to your golf equipment can help keep you in the game. The Arthritis Foundation offers the following tips: Use clubs with lightweight graphite shafts and perimeter-weighted heads to help absorb shock; use a lower compression golf ball with more “give” when you hit it; wear gloves on both hands to provide extra grip; and build up the grip size on your clubs with athletic tape or a custom grip to reduce stress and pain on your finger joints. Consult a physical or occupational therapist for additional recommendations.

D&I Focus

“Free speech isn't free unless everybody is included, including viewpoints that you don't necessarily agree with.” - Keith Kimmel

Today is... [Hug Your Cat Day](#)

Hazard Recognition: Hand Safety

June 5, 2015

Safety Focus

FEEL THE HEAT?

Well, summer is upon us. Your management team encourages you to use a strong questioning attitude, drink plenty of fluids and take breaks to allow your body to recuperate. Plan your work around the heat of the day when possible and do the heaviest work in the cooler temperatures of the morning and evening.

Hydrating with copious amounts of cool, clean water before, during and after a job is the best method of protection against becoming dehydrated and overheating your system. “No job is so urgent that we cannot take the time to do it safely.” Plan the work; work the plan!

Health Tip of the Day

WATER GUIDELINES

How much water should you drink each day? It partly depends on where you live and how active you are. In general, most adults need about nine to 13 cups of beverages each day. This includes all fluids and food. On average, food provides about 20 percent of total water intake. If plain water sounds boring, spruce it up. Garnish your glass with a mint sprig and a slice of lime, lemon, orange, pineapple, kiwi, star fruit or even a few fresh berries.

D&I Focus

“When you build inclusion into a structure, what you build is trust, cohesion and unity.” - Lillian Rodriguez Lopez

Today is... [National Doughnut Day](#)

June 6, 2015

Safety Focus

SHORTCUTS

Webster's dictionary states that a shortcut is a method of doing something more directly and quickly than and often not so thoroughly as by ordinary means.

Shortcuts have their place in society and in the outside world. Shortcuts are great when you want to get from one place to another quicker. However taking shortcuts in our work is inexcusable and intolerable and will eventually lead to either serious complications or devastating effects. We must not let ourselves get caught in that trap. Shortcuts usually occur when we fall into the human performance trap of overconfidence and become complacent or we're in a hurry to complete a particular task. We think that the steps involved are not necessary or the consequence of overlooking that part of our work ethics or training is justified in one way or another.

Let us not forget for even an instance, why we have these procedures and why we must never take a shortcut. All of our work procedures are time proven and injury induced. There is ample reason to follow them as written. Shortcuts take parts of these procedures and reduce them in such a way as to open us up to the same type injuries that originally mandated the procedure itself.

Health Tip of the Day

A MOMENT OF MINDFULNESS

If you're doing more than one thing at a time, one may be tempted to do something rash. Multitasking isn't just tiring; it can affect your ability to remember things and even change the pathways in the brain because of its ability to adapt (neuroplasticity). Take a moment now to stop. Close your eyes. Focus on your breathing for one minute. Then come back to the hustle and bustle and commit to moments of mindfulness at least three times a day.

D&I Focus

"Be inclusive. When you bring more heads together, you get more answers."
- Cindy Kent

Today is... [National Gardening Exercise Day](#)

June 7, 2015

Safety Focus

WATCHING FOR HAZARDS

Recognition of hazards is an important factor in working safely. By constantly using a questioning attitude and being on the lookout for hazards, you enhance your own safety, and maybe even the safety of a co-worker.

In watching for hazards you must consider not just the obvious ones, but also hazards which might suddenly appear through some action of another person or a chain of unusual circumstances.

Health Tip of the Day

QUESTIONS ABOUT EATING?

Do you frequently skip meals? Do you deny yourself the foods that you most enjoy? These behaviors may actually interfere with maintaining a healthy weight because they often lead to overeating. Don't hesitate to consult a registered dietitian for advice. They can help you identify certain eating patterns and provide ideas for addressing these issues. You can learn to manage your calories while still including foods you love.

D&I Focus

“God's Love is all-inclusive, and we should be as well.” - Rev. Joanna Hollis

Today is...[National Chocolate Ice Cream Day](#)

June 8, 2015

Safety Focus

THE TASK “AT HAND”

People usually approach their tasks "at hand" in one of two ways: they either don't think of safety at all before they jump into the task or they think that they "won't" or "can't" hurt themselves. Wrong. They will ... if not today then most likely sooner than later. Do the smart thing: Before you begin a project, or take up a tool or start a piece of equipment, think of the accident that CAN and WILL happen unless you make sure that it doesn't.

Apply the "what if" criteria of safety to what you are doing: *What if...*the knife slips while I am stripping this wire? Will I cut myself? *What if...*the screw driver slips off this stubborn screw I'm trying to remove from this box in my hand? Will I punch the screwdriver through the palm of my hand? *What if...*that pallet of material falls off the fork lift while I am holding this gate open? Will my hands be crushed?

Keep your mind on safety and your hands will continue to provide you with a way in which to achieve your personal goals.

Health Tip of the Day

EASING FINANCIAL STRESS

Are you feeling anxious about finances or debt? Many people avoid what makes them anxious, but ignoring financial problems can lead to more stress in the long term. The American Psychological Association recommends keeping tabs on what you earn and spend. Then make things easy on yourself by using automated systems to have money automatically deposited into savings or getting notifications when a bill is due. Try one small thing today and by taking action you can ease financial stress.

D&I Focus

“Inclusiveness of all communities is key to developing unity.” - Datuk Seri Idris Jala, Malaysian Prime Minister's Department

Today is... [Best Friends Day](#)

June 9, 2014

Safety Focus

HAZARD RECOGNITION – PART I

Most people have never met a worker who intentionally injured himself or herself. This should go without saying. Unfortunately, many workers are seriously injured each year and many people still believe that accidents "just happen." But accidents do not just happen!

What goes wrong? Usually, an error that is within the control of one or more people is at the bottom of things. Often, several errors take place, at the same time, for an accident to occur. So when we analyze accidents, we should focus on which aspects of a task were controlled and which were not. Assuming that workers have been properly trained and all the proper materials and tools were available, what else can go wrong? A lot! Accidents are most frequently due to haste and poor planning.

Health Tip of the Day

SWIMMING SAFETY

More than 3,000 people die every year due to drowning. Most drowning and near-drowning incidents happen when a young child falls into a pool or is left alone in the bathtub. But, kids don't drown only in pools and bathtubs; buckets, toilets and hot tubs present drowning dangers as well. It is important not to leave a young child alone near water. The National Safety Council recommends enrolling children over age 3 in swimming lessons taught by qualified instructors.

D&I Focus

"Beauty is all-inclusive." - Kirstie Logan, Miss Coventry 2010

Today is... [Donald Duck Day](#)

June 10, 2015

Safety Focus

HAZARD RECOGNITION – PART II

Don't Take Safety Shortcuts: When workers get out on the job with a supervisor monitoring their output, they are expected to achieve production goals. If they feel their job is on the line, they may pay less attention to safety than to production, in order to look better in the eyes of the boss. This often means poor choices are made that put them and co-workers at risk. Many accidents happen in just this manner.

Plan Ahead! Do a good Pre-Job Brief. It is an employee's responsibility to work safely, and that means taking time to review what is to be done – and what could go wrong. All employees should make it a habit to check out the site and assure the work can be done without mishaps. It helps to remember the Five Ps: Prior Planning Prevents Poor Performance!

Health Tip of the Day

HIGH FIBER DEFINED

The Food and Drug Administration defines “high fiber” as one serving of a food that has at least 5 grams of dietary fiber. The recommendation is that we eat about 25 grams of dietary fiber per day. The average American only eats about 10 to 15 grams per day. Make sure your diet is rich in high-fiber cereals, beans, whole-grain breads, and fruits and vegetables. Eating these foods boosts fiber intake and appears to aid in weight management and in lowering cholesterol, blood pressure, blood glucose and some cancer risks.

D&I Focus

“Inclusiveness should be the guiding principle of a prosperous society.” - Shobha Shukla, Editor, Citizen News Service

Today is...[Iced Tea Day](#)

June 11, 2015

Safety Focus

HAZARD RECOGNITION – PART III

Identify Hazards! The following questions should be asked, to help predict what could go wrong and how risks might be controlled:

- Is the site and the job the same as depicted on the prints?
- Are the necessary materials available to perform the work?
- Does everyone have the proper tools to perform the tasks at hand?
- Are there enough workers to handle the job? Have they all had safety training?
- Are environmental conditions such as light, noise and weather a factor?
- Are there too many people in the area to work safely?
- Have other sub's on the job been notified about hazardous tasks or materials?

Don't wait for accidents to occur! Think and plan ahead!

Use your Human Performance tools, Anticipate, Identify, Evaluate and Control Hazards!

Health Tip of the Day

FRUIT SMOOTHIES: GOOD OR BAD?

Fruit smoothies are tasty and can be filled with plenty of good nutrition. But they can be loaded with calories, so check out the nutrition facts before you order. Smoothies that are promoted for their “muscle-building” qualities can have up to 900 calories for a 20-ounce drink! Hint: Smoothie nutrition facts are often provided per ounce. If your smoothie is 20 ounces, and each ounce has 30 to 35 calories, your smoothie just cost you 600 to 700 calories. Low-fat or nonfat ingredients and low- or no-sugar ingredients can help reduce a fruit smoothie's calorie count.

D&I Focus

“A country can prosper only by being open and inclusive.” - Premier Wen Jiabao, China

Today is... [National Corn on the Cob Day](#)

June 12, 2015

Safety Focus

TOOL INSPECTION

Examine all hand and powered tools before using them. Don't attempt makeshift repairs. If the tool is defective, discard it or tag it so you or another person won't be tempted to use it.

These are some of the problems to look for:

- Flattened or chipped heads on striking tools.
- Loose or cracked handles.
- Broken wiring on power tools.
- Insulation that has been damaged.
- Missing guards.

Keep a strong Questioning Attitude when doing your inspection.

Health Tip of the Day

ENJOY EGGS

For years, people have worried about eating eggs and egg yolks because they contain dietary cholesterol. However, the new 2015 Dietary Guidelines are due out later this year and there's good news for eggs. The scientific report that will be used to write the guidelines says dietary cholesterol is no longer a nutrient of concern. Eggs are an affordable and tasty source of high-quality protein. Enjoy them hard boiled, scrambled, poached, or in an omelet with a mix of veggies such as peppers, onions, and tomatoes.

D&I Focus

"It is the absence of inclusion that frees hatred and bigotry and allows it to go unchallenged." - Eddie Island, University of California Regent

Today is... [Red Rose Day](#)

June 13, 2015

Safety Focus

PPE—IF YOU NEED IT, YOU GOTTA USE IT

What personal protective equipment should you use? The answer is: it depends on the job. The particular type of equipment needed to provide the needed protection depends on the particular type of work being done.

In areas where flying particles are likely to be found, goggles may be required to protect the eyes. But regular goggles won't protect a welder; that job calls for a helmet equipped with dark glasses to protect the worker's eyes.

Similarly, gloves should also be selected based on the potential hazards. For example; chemical resistant gloves should be used when handling hazardous materials or leather or cut resistant gloves should be used when handling sharp materials.

It's important to remember that PPE is only effective in protecting employees from the hazards for which it was intended.

Health Tip of the Day

HEALTHY EATING CAN BE SIMPLE

According to food author Michael Pollan, you can sum up healthy eating in seven words: "Eat food. Not too much. Mostly plants." While it may sound silly or too simplistic to some, this is great advice. According to our registered dietitian, "eat food" means a balanced diet of whole foods – fruits, vegetables, whole grains, fish and lean meats – rather than processed foods. "Not too much" means stop before you are full. "Mostly plants" means that most of your plate should be filled with fruits, vegetables, whole grains and legumes. Only about one-third of your meal should be comprised of animal protein.

D&I Focus

"You don't ask everybody to conform to the same system. You ask the system to include everybody." - Gerard Etienne

Today is....[Sewing Machine Day](#)

June 14, 2015

Safety Focus

ACCEPT IT - IT'S YOURS

Accident prevention is the responsibility of everyone. You've heard that statement probably more times that you can remember. But it's a fact. Safety has to be the responsibility of each and every one of us. No one person or department can constantly watch, guide or instruct every operation that is going on throughout a company each day.

You should know how to do your job safely. The training that you have received, the departmental work procedures and the use of everyday common sense will prevent you from being involved in an accident.

Don't be ashamed to ask questions about a job assigned to you. A workman trying to bluff his way through a job he doesn't understand is just asking for trouble. Even if you think you know the correct procedures, a review may bring out an important phase of the job that has slipped your mind. At the same time, your questions and the answers you get may be helping a new or less experienced man on the job who is too bashful to ask questions.

Health Tip of the Day

MELANOMA

Melanoma is a potentially fatal form of skin cancer that has a high cure rate if detected early. Examining your own skin regularly can help ensure that skin cancer is diagnosed in its most treatable stage. For skin cancer screening resources and to learn about proper skin self-exam techniques visit: www.aad.org and click on "for the public."

D&I Focus

"Inclusion means all peoples, all nations, all walks of life." - Bonnie Millward, Hope Inclusion Project

Today is... [Flag Day](#)

June 15, 2015

Safety Focus

SHORTCUTS II

Everyone takes a shortcut at one time or another. You cross the street between intersections instead of using the crosswalk or jump a fence instead of using the gate. But in many cases, a shortcut can involve danger.

If you have the habit of taking dangerous shortcuts, break it. At work, it can be deadly. An iron worker who tried to cross an opening by swinging on reinforcing rods, slipped and fell 20 feet onto a concrete floor. If he had taken a few moments to walk around the opening, he'd still be tying rods.

Even if the job will only take a few minutes, it isn't worth risking your safety and health for those few minutes. Don't improvise to save time. The safest way isn't always the shortest way, but it's the surest way. Don't get caught in the overconfidence trap.

Health Tip of the Day

STAYING CONNECTED IS BAD FOR SLEEP

Are you up late most nights working on the computer or using your smartphone? According to a recent survey conducted by the National Sleep Foundation, most Americans report using some form of active technology at least a few nights a week within the hour before bed. Experts say this can make it more difficult to fall asleep, which can contribute to getting less sleep at night and leave you tired the next day. NSF recommends having a relaxing bedtime routine, which means turning down the lights, winding down and turning off all technology.

D&I Focus

“We are less when we don't include everyone.” - Stuart Milk

Today is... [Smile Power Day](#)

June 16, 2015

Safety Focus

THOUGHTS TO START THE WORK DAY

Do you realize how important your safety is to you and to your family?

Are you "on the alert" every minute of the day to the dangers of using unsafe procedures?

Many safe procedures have been designed to protect you on the job. These safe procedures are vital to you for you are up against a tough enemy who has an arsenal of missiles to launch against one of your most vulnerable targets: your hands.

SAFE PROCEDURES PROTECT HANDS against injury's missiles, such as sharp edges, improperly conditioned hand tools, electricity and chemical exposure.

Be on guard every minute of the day. Failure to observe just one safe procedure, just one time, can cause injury to those vulnerable "tools"...YOUR HANDS.

Health Tip of the Day

ANCIENT WISDOM FOR TODAY'S WORLD

"If we could give every individual the right amount of nourishment and exercise, not too little and not too much, we would have found the safest way to health."
— Hippocrates 460 - 377 BC

D&I Focus

"When government becomes more inclusive, over time, society will follow." - Cherie Macleod, PFLAG

Today is... [Fresh Veggies Day](#)

June 17, 2015

Safety Focus

DON'T SETTLE FOR UNSAFE CONDITIONS

Did you know that it is your right and responsibility to report unsafe conditions on the job?

Your employer has a responsibility to ensure you have the proper tools and protection to get a work task completed safely; and while your employer has a responsibility for your safety, so do you!

It is your responsibility to make a conservative decision and report all unsafe conditions.

Remember to be respectful and be able to explain why the condition is unsafe and how someone can be hurt. Sometimes others are not as intimately familiar with your work conditions as you are.

Health Tip of the Day

FIND THE FAD DIET

Any diet that cuts out entire food groups will probably result in weight loss but it will NOT provide you with the nutrition you need for good health. Two of the most common nutrients that get cut with fad diets are carbohydrates and fats. Your body needs some carbs and fats to stay healthy. Carbohydrates are your body's main source of energy. Try healthy carbs like whole-grain breads, cereals and pastas. Fats are essential for growth and development and they help absorb certain vitamins. The key is to choose healthier fats in moderation, like olive or canola oil, nuts, nut butters and fatty fish.

D&I Focus

"Inclusiveness is better than judgmental polarization." - John Brummett, Columnist

Today is... [Eat Your Vegetables Day](#)

June 18, 2015

Safety Focus

HAND PROTECTION – PART I

Next to our eyes, our hands are probably the most important part of our body when it comes to doing our work. They're involved in almost everything we do. Yet many of the things we do with our hands are done without any deliberate thought.

Your hands have no fear. They'll go anyplace they're sent and they only act as wisely as the person they belong to; so before you use your hands think of their safekeeping.

You can protect yourself from hand injuries by remembering the following basic safety rules:

- Recognize hazards.
- Think through each job before you begin.
- Follow safety rules.
- Avoid shortcuts.
- If an accident happens, seek prompt treatment.
- Report injuries to your supervisor.

Healthy hands are built to last a lifetime. Injuries can last a lifetime, too. Be aware of your hand placement and take precautions to guard them.

Health Tip of the Day

BROWN BAG YOUR LUNCH

Fix a big salad in the morning with a handful of nuts sprinkled on top, stash your favorite light dressing at work, and you have an instant low-budget, nutritious lunch. Low-fat yogurt and low-fat popcorn are easy snacks that are low in calories and high in nutrients. Just think of all the cash and calories you'll save by packing your own lunch and snacks instead of ordering in or dining out.

D&I Focus

“Being asked and invited into a process makes everyone feel included.” - Anita Simpson

Today is... [Go Fishing Day](#)

Hazard Recognition: Hand Safety

June 19, 2015

Safety Focus

HAND PROTECTION – PART II

Hand injuries are some of the most common injuries in the workplace. Here are the most common types of hand injuries and what you can do to prevent them:

Traumatic injuries often occur from careless use of machinery or tools. Hands and fingers get caught, pinched or crushed in chains, wheels, rollers or gears. They are punctured, torn or cut by spiked or jagged tools and edges that shear or chop. Safety precautions should include using shields, guards, gloves or safety locks; handling knives or tools with care; and keeping hands, jewelry and clothing away from moving parts.

Contact injuries result from contact with solvents, acids, cleaning solutions, flammable liquids and other substances that can cause burns or injure tissue. To protect against these injuries, read the product labels, use the right glove or barrier cream, and wash hands frequently.

Repetitive motion injuries happen when tasks require repeated, rapid hand movements for long periods of time. Manufacturing, assembling or computer work may lead to these injuries. Change your grip, hand position or motion. Rotate tasks to give your hands a rest.

Use your Human Performance tools effectively to prevent these type injuries.

Health Tip of the Day

UNDERSTANDING HYPOGLYCEMIA

Hypoglycemia or low blood sugar occurs when a person's blood sugar becomes too low – generally below 70 mg/dl. Common symptoms include: shaking, sweating, weakness, headaches and rapid heart rate. It is most common in diabetics taking medicine to lower their blood sugar; however, anyone may experience these symptoms from time to time because of skipped meals or too much exercise. To prevent these reactions, establish regular meal times, consume a high-fiber diet, and eat a balance of carbohydrates, lean proteins and unsaturated fats at each meal. If symptoms persist, consult your doctor.

D&I Focus

“Good ideas are borne not by suppression, but by inclusion.” - State Rep. Roland Gutierrez, Texas

Today is... [World Sauntering Day](#)

June 20, 2015

Safety Focus

SAFETY AS A PERSPECTIVE

For some, safety only becomes an important consideration when they are doing a dangerous job or task. They rationalize that safety procedures can be bypassed or ignored when the task is simple, small, routine and seemingly presents little risk of injury. Unfortunately, this type of thinking is why many routine, and apparently safe tasks or jobs, end up resulting in the most serious of accidents.

Safe work habits should not be limited to those projects or tasks that are the most difficult or dangerous. Safe work habits should be part of your everyday work routine. If safety is not incorporated into every job or task you do, it's really only a matter of time before an accident occurs.

Health Tip of the Day

WHAT IS HIGH BLOOD PRESSURE?

High blood pressure is sometimes referred to as the “silent killer” because there are often no warning signs or symptoms. Some people have it for years and don't even know it. But, during this time, high blood pressure can damage the heart, blood vessels and kidneys. It is important to know your numbers! According to the National Institutes of Health, a normal blood pressure is a systolic level (top number) less than 120 AND a diastolic (bottom number) less than 80.

D&I Focus

“Since talent drives success, every business and every community needs to be more inclusive.”

Today is... [Ice Cream Soda Day](#)

June 21, 2015

Safety Focus

DO THE RIGHT THING

The right thing is not necessarily the easy thing, the popular thing or even the cool thing to do. True heroes have ethical standards of behavior to guide them and they do what they believe to be right. Even though it seems obvious safety is a priority, there are times when it is not an easy choice.

For example, when the job is running late you may be tempted to take a shortcut. Making the safe choice even under difficult circumstances is the right thing to do.

Don't fall in to the time pressure trap!

Health Tip of the Day

TRY QUINOA!

Tired of that same old rice pilaf? Expand your horizons; experiment with quinoa (pronounced 'kin,wa). Cooked quinoa has a light, fluffy texture. It makes an excellent alternative to rice in hot or cold side dishes and entrées. It is also a nutrition powerhouse. One half-cup of cooked quinoa provides a significant amount of several key nutrients including protein, folate, iron, magnesium and zinc.

D&I Focus

“If our definition of inclusiveness does not reach beyond the boundaries of our own personal comfort, can we call ourselves truly inclusive?”

Today is... [Father's Day](#)

June 22, 2015

Safety Focus

YOUR HANDS ARE VALUABLE

Your hands and wrists are a complex system of bones, muscles and tendons, ligaments, blood vessels and nerves protected by layers of skin. A total of 27 hand and wrist bones are connected to the muscles by tendons. Ligaments join bones together and hold the joints in place. Blood vessels supply nourishment to all these parts. Nerves convey sensations and help to control hand and finger movements.

The skin provides a barrier against chemicals, heat and cold. Skin on the back of the hand is thin and elastic and, on the palm, it is thick to provide traction, cushioning and insulation.

Remember! Your hands are valuable but also vulnerable! If even a small cut makes it difficult and painful to work or play, imagine if you had a serious injury and lost the use of your fingers or hand. Keep a strong questioning attitude to save your hands.

Health Tip of the Day

MUSIC AND RELAXATION LINKED

Research reported in HEART, a British medical publication, shows that calming music causes the heart rate and breathing to slow. This often brings increased relaxation. Slower breathing also relates to lower blood pressure. The next time you need to relax, consider listening to some slow music and see if you notice your breathing and heart rate decrease.

D&I Focus

“The preservation and promotion of tolerance, pluralism and respect for diversity can produce more inclusive societies.”

Today is ... [National Chocolate Eclair Day](#)

June 23, 2015

Safety Focus

TOOL SELECTION

Make, and take, the time before you pick up a tool and begin working to think about the requirements of the job. Ask yourself: Do I have the right tools for the job?

Select tools designed for the intended and specific use. Using a tool for something other than its intended purpose often damages the tool and could cause you pain, discomfort or injury. Do a good Pre-Job Brief before you start any job.

Health Tip of the Day

UNDERSTANDING CELIAC DISEASE

Celiac disease is a common genetic autoimmune disease. At this time, the only known treatment for celiac disease is strict adherence to a gluten-free diet for life. Gluten is the protein found in wheat, barley and rye. Signs and symptoms of the disease classically include diarrhea, iron-deficiency anemia and lactose intolerance (the inability to digest milk and other dairy products). Symptoms can also include abdominal pain, "irritable bowel" and osteoporosis. Talk to your doctor if you have symptoms of celiac disease. For more information visit:
<http://americanceliac.org/resources.htm>.

D&I Focus

"Inclusion is an umbrella that keeps us dry when the downpours of life occur."
- Linda S. Wallace

Today is... [National Columnists Day](#)

June 24, 2015

Safety Focus

BE AWARE

Be aware of your surroundings at all times. Your work physical environment can change from one moment to the next with the approach of a vehicle, something falling from overhead or a change in the weather. Stay alert and don't fall into the trap of Physical Environment.

Health Tip of the Day

PASTA: THE RAW NUMBERS

Did you ever wonder how much dry pasta it takes to produce a certain amount of cooked pasta? Generally, two ounces of dried spaghetti makes about one cup of cooked spaghetti. A half-cup of dried elbow pasta makes about one cup of cooked elbow pasta. Three ounces of fresh pasta makes about one cup of cooked pasta. And remember to consider portion size. One serving of cooked pasta is about a half-cup, the size of half a baseball.

D&I Focus

“A successful coalition/collaboration must include all the stakeholders.”
- Brenda Pollack

Today is... [Swim a Lap Day](#)

June 25, 2015

Safety Focus

PPE

Rushing to complete a task due to time pressure can promote the non-use of PPE. Think about the many different jobs you do each day and the number of times you have exposed yourself unnecessarily to hazards because you failed to wear the proper protective equipment that is provided for your protection.

Your hands, for example, may be exposed to hazards, such as sharp surfaces, electricity or hazardous materials. We must take the time to consider the hazard of the work we are performing and the parts of the bodies threatened by them. Then we must obtain and use the necessary personal protective equipment.

Health Tip of the Day

CONSIDER BIKING

Spring is a great time to tune up your bike (or consider investing in one) and get outside for a ride on the road or a trail. Cycling is an excellent aerobic exercise that can be enjoyed by the entire family. Have you ever considered bicycling to work? Biking reduces your carbon footprint (your impact on the environment) and traffic congestion; it also helps you burn calories and save money.

D&I Focus

“Inclusion is a process of identifying, understanding and breaking down barriers to participation and belonging.”

Today is... [National Catfish Day](#)

June 26, 2015

Safety Focus

BEFORE USING A TOOL:

- Use STAR (Stop, Think, Act, Review)
- Verify that it bears an electrical test label to indicate it successfully passed any required inspection and tests for electrical safety.
- Know the application, limitation, and potential hazards of the tool. Operate according to the manufacturer's instructions.
- Inspect the cord for the proper type. Electric-powered tools must either have a three-wire cord with ground or be double insulated. Never use a plug that has its ground prong removed.
- Inspect the tool for frayed cords, loose or broken switches, and other obvious problems. Tools that fail this inspection must not be used. These must be removed from service and labeled "Do Not Use" until repairs are made.

Taking the time to check your tools can save us from injury.

Remember - Our Work is Never So Urgent or Important That We Cannot Take Time to Do It Safely

Health Tip of the Day

EXERCISING WITH YOUNG CHILDREN

Consider using family time to get more physical activity. Make it a ritual to go for a walk after dinner a couple nights a week. Your kids can ride their bikes alongside you. Or, as you walk around a school track, your kids can play on the infield. Being with your children goes hand in hand with keeping fit and you are being a role model for healthy living!

D&I Focus

“The practice of inclusion provides the model of acceptance, belonging, participation, worth and dignity.”

Today is... [Forgiveness Day](#)

June 27, 2015

Safety Focus

SAFETY AWARENESS BEHAVIORS

How do you know you've developed good safety awareness? Here are some good examples of behaviors that suggest you have good safety awareness:

- Before you begin a job, you consider how to do it more safely.
- You make sure you know how and when to use personal protective equipment.
- As you work, you check you position to reduce strain on your body.
- While you are working, you become aware of any changes in the area like people coming or going, jobs beginning or ending.
- You start talking with others about safety.

Monitor yourself today and see if you have good safety awareness and keep a strong questioning attitude.

Health Tip of the Day

CROSS-TRAIN TO AVOID STRESS FRACTURES

A stress fracture is a small crack in a bone's outer layer. It can develop when exercise stresses the same bones, ligaments, tendons and muscles over and over again. A good example is your foot striking the ground during jogging. Cross-training (two or more types of exercise during one workout, or two different exercises on different days) can often prevent stress fractures or give them a better chance to heal.

D&I Focus

“Diversity and inclusion in the workplace are essential business tools today.” - Andy Wright

Today is... [Sun Glasses Day](#)

June 28, 2015

Safety Focus

PROTECTING HANDS AND FINGERS

The capabilities of our hands and fingers place human beings above the other animals. Certain species of apes have hands, fingers and thumbs, but no species can touch their little fingers with their thumbs. This simple fact sets us apart. While our fingers are possibly the most used parts of our bodies, they are also the most mistreated. Some things to remember to help protect your hands and fingers are:

- Wear gloves when there is exposure to hazards that could produce cuts or scrapes or to chemical hazards that could produce injuries or skin diseases.
- Never use hands to stop rotating parts or to align holes in parts.
- Use fuse removers to pull fuses, not your fingers.
- When lifting, check objects for protrusions, nails, splinters, screws, metal banding, or other sharp or pointed objects.
- Watch your fingers and hands when lowering heavy loads; they could get pinched.
- Never use your fingers to test the temperatures of gases, liquids or solids. Damage can happen before your reflexes remove your fingers.
- Handle very sharp or pointed tools, like hatchets, chisels, punches, awls, knives and machine blades with extreme care.

Health Tip of the Day

VITAMIN MYTHS

Taking vitamin pills will not give you energy when you are tired. Vitamins do not supply calories, which are the true sources of energy for your body. Calories come from food in the form of carbohydrates, fats and proteins. Some vitamins act like helpers that work to transform calories from food into energy your body can use. The best source of vitamins is a well-balanced diet. To keep energy levels high, maintain an adequate intake of both calories and vitamins by eating a variety of nutrient-dense foods such as vegetables, fruits, whole grains, beans, lean meats, low-fat dairy foods and healthy fats every day.

D&I Focus

“If you want to build a society, you must include everyone as a builder. If you contribute to something, you belong to it.”

Today is... [Insurance Awareness Day](#)

Hazard Recognition: Hand Safety

June 29, 2015

Safety Focus

CUTS AND LACERATIONS

Two of the most common types of injuries suffered on the job today are cuts and lacerations. It doesn't take much imagination to visualize most of the sources of such injuries. Each job has its own hazards that produce these injuries. This is even true of office workers, who can be cut by paper edges and punctured by staplers, scissors and thumbtacks.

However there are more serious injuries. Of these, perhaps the most likely to become infected is the deep puncture wound; this is even more likely than the torn edges of a laceration where antiseptic can reach and generally cleanse the wound.

Many lacerations and puncture wounds can be eliminated or greatly reduced by wearing the proper gloves for the task at hand. Good common sense should prevail whenever you're faced with a situation where a cut, laceration or puncture wound could result. Look over the situation and when in doubt ask your supervisor as to the proper method to effectively deal with any hazards where sharp edges are present.

Health Tip of the Day

EXERCISE AND BREAST CANCER

Research shows that regular physical activity can reduce the risk of breast cancer. In fact, one recent study from the Women's Health Initiative found that as little as 1 hour and 15 minutes to 2½ hours of brisk walking a week could reduce your risk of breast cancer by as much as 18 percent. The American Cancer Society recommends exercising 45 to 60 minutes per day at least five days a week. A walking program is a great way to start!

D&I Focus

"When we include, we break down fear." - Gary Warren

Today is... [Hug Holiday](#)

June 30, 2015

Safety Focus

CARPAL TUNNEL SYNDROME

Carpal tunnel syndrome is caused by compression of the median nerve at the level of the carpal tunnel. This tunnel is formed at the wrist by the transverse ligament over the carpal bones in the hand.

Early signs or symptoms may include numbness or tingling in the thumb, index or middle finger and one half of the ring finger. Persons are often awakened at night by the hand "falling asleep." Symptoms are often increased when driving or attempting to hold objects. Frequent dropping of objects is a common complaint. Proper use of all human performance tools are key to preventing this type of injury.

Health Tip of the Day

WEIGHT TRAINING FOR TENNIS

Improve your tennis performance with the right kind of weight training. Incorporate exercises such as squats, leg presses, calf raises, push-ups, rowing and wrist curls. Strength training can help prevent injury. It can also help speed and agility while making you more powerful on the court. Consult with a fitness professional or personal trainer for assistance.

D&I Focus

“When a legislative body becomes more inclusive, the quality of public discourse can only gain.” - Teresa Ruiz, New Jersey State Senator

Today is... [Meteor Day](#)