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### September 1, 2019

### Office Daily Safety Message

Labor Day is synonymous with the end of summer and is typically packed with celebratory events like backyard barbecues, final excursions to the lake, picnics at the park, and beach parties. Festive events like these present hazards you should be made aware of.

Here are a few presented by the National Safety Council:

- 1. <u>Road trip, anyone?</u> Nearly 400 deaths result from motor vehicle collisions over the Labor Day Weekend.
- 2. <u>Festive Fireworks!</u> Children 10 to 14 years of age are at three times the risk of being injured by fireworks.
- 3. <u>Alcohol in Moderation</u>. Alcohol and parties often go hand in hand, be aware that drinking impacts your decision making, coordination, reaction time, and vision which makes you vulnerable to several hazards.
- 4. <u>Boating Safety</u>. Make sure you keep it safe by ensuring the boat is in good mechanical condition and carries all safety equipment including personal flotation devices, an emergency kit, and a first aid kit.
- 5. <u>Conquering Outdoor Chores.</u> If your plans include working outdoors this weekend, remember to check for frayed cords on electric power tools. Ladders are notoriously dangerous, remember your ladder safety.
- 6. <u>Prevent Food-borne Illnesses</u>. Minimize the chance of cross-contamination, wash your hands before and after you touch raw meat. Never leave food that requires refrigeration out in the sun and heat.
- 7. <u>Hydration and Sun Protection.</u> Soda and juice might be a bit tastier, but you should hydrate your body with water instead. Remember that it is still summer, and the sun is still raging. Use sun protection and stay hydrated!

An accident is never planned, keeping safety tips in mind may help prevent one!

September 2, 2019

### Office Daily Safety Message

Labor Day: What it Means, U.S. Department of Labor

The first Labor Day holiday was celebrated on Tuesday, September 5, 1882 in New York City. By 1894, 23 more states had adopted the holiday, and on June 28, 1894, President Grover Cleveland signed a law making the first Monday in September of each year a national holiday.

Labor Day is a creation of the labor movement and is dedicated to the social and economic achievements of American workers. It constitutes a yearly national tribute to the contributions workers have made to the strength, prosperity, and well-being of our country.

Happy Labor Day!

### September 3, 2019

## Office Daily Safety Message

Hurricane season is not over yet, don't let your guard down. Ready.gov reminds us to be "prepared and not scared".

FEMA offers the following ways to save money when preparing for a disaster:

- Check your insurance coverage, most homeowners' and renters' insurance does not cover flood damage.
- Snap photos of important documents and personal belongings to help you quickly file an insurance claim.
- 30 days, the number of days that it takes for most flood insurance policies to go into effect. Don't wait until it's too late!
- Are you financially prepared for a natural disaster? Start setting aside a small amount of cash each week.
- Keep some cash on hand in case of emergencies, since ATM's and credit card readers may not be available.

Prepare for the unexpected and stay Safety Strong!

September 4, 2019

# Office Daily Safety Message

"Workout Wednesday"

### Mindful Breathing

This exercise can be done standing up or sitting down. All you must do is be still and focus on your breath for just one minute.

- 1. Start by breathing in and out slowly. One breath cycle should last for approximately 6 seconds.
- 2. Breathe in through your nose and out through your mouth, letting your breath flow effortlessly in and out of your body.
- 3. Let go of your thoughts. Let go of things you have to do later today or pending projects that need your attention. Simply let thoughts rise and fall of their own accord and be at one with your breath.
- 4. Purposefully watch your breath, focusing your sense of awareness on its pathway as it enters your body and fills you with life.
- 5. Then watch with your awareness as it works its way up and out of your mouth and how its energy dissipates into the world.

Are you someone who thought you would never be able to meditate? Guess what, you are half way there already!

September 5, 2019

## Office Daily Safety Message

Preparedness – Make an Emergency Plan

Be prepared! Just like we have emergency plans at work, you also need one at home. Preparing your family for an emergency may start with a conversation over dinner. It is important to include your children in the disaster planning process. When the plan is completed, remember to practice the plan making sure that everyone knows what to do even when you are not there.

- Practice your fire escape plan by having a home fire drill at least twice a year with everyone in the home.
- Download a group texting app so your entire circle of family and friends can keep in touch before, during, and after an emergency.
- Be prepared for power outages by having enough food, water, and medication to last at least 72 hours.
- Don't forget to plan and prepare for your pet's safety and wellbeing.

Being prepared means being Safety Strong!

### September 6, 2019

### Office Daily Safety Message

### Plan to Evacuate

A wide variety of emergencies may cause an evacuation. In some instances, you may have a day or two to prepare, while other situations might call for an immediate evacuation. Planning is vital to ensuring that you can move quickly and safely, no matter what the circumstances.

Below are planning tips for a safe evacuation:

- Identify several places you could go in an emergency such as a family member's home or a hotel. Choose destinations in different directions so that you have options during an emergency.
- If needed, identify a place to stay that accepts pets. Most public shelters allow only service animals.
- Be familiar with alternate routes and other means of transportation out of your area.
- Always follow the instructions of local officials and remember that your evacuation route may be on foot depending on the type of disaster.
- Keep a full tank of gas if an evacuation seems likely. Plan to take one car per family to reduce congestion and delay.

What are other tips can you share with your work group?

September 7, 2019

### Office Daily Safety Message

**Railroad Safety Tips** 

Railroad tracks are a common sight in many towns and cities. Although train incidents have greatly decreased in the past few decades, they are occurring.

Here are some railroad safety tips:

- Always look both ways before crossing railroad tracks
- Pay attention when near tracks. Do not wear headphones or text when near tracks
- Never stop your vehicle on railroad tracks
- Never attempt to race across a crossing to avoid waiting for a train to pass
- Always obey safety signals at crossings
- Never walk on railroad tracks unless you are crossing at a designated crossing
- Give trains plenty of space, stop well in advance of crossing guards or tracks

Remember that the average freight train is about 1 to 1 ¼ miles in length (90 to 120 rail cars). When it's moving at 55 miles an hour, it can take a mile or more to stop after the locomotive engineer fully applies the emergency brake.

September 8, 2019

### Office Daily Safety Message

WHY are you choosing to work safely today?

Your health?

Your family?

Your company?

You should always strive to work safely for your own sake, but there are also huge consequences for those around you if you choose to take risks on the job.

Finding your "why" moves safety to the next level.

September 9, 2019

# Office Daily Safety Message

When It's Time to Evacuate

Before you pick up and go (and if you have enough time) follow these steps:

- 1. Clean your yard remove any objects hanging on trees or your home's exterior, such as birdhouses and wind chimes. Bring inside anything that is not nailed down including lawn furniture, trash cans, toys, and garden equipment.
- 2. Shut off utilities turn off electricity, water, and gas, doing so will help prevent additional dangers including flooding, fire, and explosions.
- 3. Windproof windows and doors if you don't have storm proof shutters, fit plywood coverings over all windows.
- 4. Protect indoor items move valuables to higher levels in your home to prevent water damage. As an extra measure, wrap electronics and furniture in sheets, blankets, or plastic drop cloths.
- 5. Gather up pets it is not safe for you to stay, it is not safe for Fido. Make plans to stay with friends or at a pet-friendly hotel.
- 6. Lock you house crooks and looters take advantage of evacuations, lock all doors and windows and do not leave house keys in an obvious place such as a mailbox.

Stay informed and alert, it may be a matter of life or death.

September 10, 2019

## Office Daily Safety Message

After an Evacuation

If you evacuated from your home, check with local officials first before traveling to return home.

Residents returning to disaster affected areas after significant events should expect and prepare for disruptions to daily activities. Remember, returning home before storm debris is cleared is dangerous.

- Let friends and family know your plans for returning home
- Charge devices and consider getting back-up batteries in case power outages continue
- Fill up your gas tank prior to returning home
- Bring supplies such as water, non-perishable food, and cleaning supplies
- Avoid downed power lines, they may be live with deadly voltage
- If using a generator, remember to read all manufacturer's instructions and NEVER run a generator inside a home or enclosed building

Remain Safety Strong while returning home.

September 11, 2019

# Office Daily Safety Message

"Workout Wednesday"

Mindful Observation

This exercise is simple but incredibly powerful because it helps you notice and appreciate seemingly simple elements of your environment in a more profound way.

- 1. Choose a natural object from within your immediate environment and focus on watching it for a minute or two. This could be a flower or an insect, or even the clouds or the moon.
- 2. Don't do anything except notice the thing you are looking at. Simply relax into watching for as long as your concentration allows.
- 3. Look at this object as if you are seeing it for the first time.
- 4. Visually explore every aspect of its formation and allow yourself to be consumed by its presence.
- 5. Allow yourself to connect with its energy and its purpose with the natural world.

Once again, you have meditated, keeping your body Safety Strong!

September 12, 2019

# Office Daily Safety Message

Common Reactions After a Natural Disaster

These events create a tremendous amount of stress and anxiety for those directly and indirectly affected. In the days and weeks following a disaster, you may begin to have some of these common reactions:

- Disbelief and shock
- Fear and anxiety about the future
- Disorientation; difficulty making decisions or concentrating
- Apathy and emotional numbing
- Nightmares and reoccurring thoughts about the event
- Irritability and anger
- Sadness and depression
- Feeling powerless
- Changes in eating patterns; loss of appetite or overeating
- Headaches, back pains, and stomach problems
- Difficulty sleeping or falling asleep
- Increased use of alcohol and drugs

Don't forget about our Entergy Assistance Program.

Tomorrow we will discuss "Tips for Coping."

September 13, 2019

## Office Daily Safety Message

Tips for Coping After a Natural Disaster

It is normal to have difficulty managing your feelings after a natural disaster. However, if you don't deal with the stress, it can be harmful to your mental and physical health.

Here are some tips for coping in these difficult times:

- Talk about it this helps relieve stress and helps you to realize that others may be having the same feelings
- Spend time with family and friends they can help you through this tough time
- Take care of yourself get plenty of rest, exercise, and be sure to eat properly
- Limit your exposure to images of the disaster watching or reading about the disaster will only create more stress
- Take one thing at a time create a check off list, this brings on satisfaction by checking things off
- Do something positive volunteer, helping others can give you a sense of purpose
- Avoid drugs and excessive drinking this may offer temporary relief but can lead to larger issues
- Ask for help when you need it if your feelings do not go away or are so intense that they interfere with your ability to function in daily life, reach out for help

Don't try to cope alone, help is available. Contact the Entergy Assistance Hotline for help.

September 14, 2019

# Office Daily Safety Message

Turn Down the Heat of Spicy Foods

Do you ever find your mouth burning up when eating spicy food?

When this happens, don't reach for a glass of water to cool down. Water spreads the hot sensation inside the mouth. Your best bet is to drink skim or low-fat milk, which contains a protein that calms down the heat from peppers. Nibbling on dry bread or plain rice can also help ease the pain and burning from too many hot spices.

September 15, 2019

# Office Daily Safety Message

Water – It does your body good!

Did you know that by the time you are thirsty, you are already two to three percent dehydrated? Make sure to begin your hydration strategy prior to starting work. Trying to play catch-up for lost fluids is very difficult. Losing even two percent of body fluids can impair performance by increasing fatigue and affecting cognitive skills.

The key to being Safety Strong in hydration ... do not wait until it's too late to hydrate.

### September 16, 2019

### Office Daily Safety Message

Why are roundabouts becoming a trend?

According to the Federal Highway Administration Office of Safety, roundabouts reduce the types of crashes that result in injury or loss of life compared to conventional stop-controlled and signalized intersections. A roundabout is a type of circular intersection where drivers travel counterclockwise around a center island.

Below are a few things to remember while driving around roundabouts:

- Yield to drivers in the roundabout
- Stay in your lane; do not change lanes
- Do not stop in the roundabout
- Avoid driving next to oversize vehicle

Do you have roundabouts in your area?

To learn more or watch videos, go to <u>U.S. Department of Transportation, Federal Highway</u> <u>Administration</u>.

September 17, 2019

# Office Daily Safety Message

Slips, Trips, and Falls

You take hundreds of steps every day, what can you do to prevent a slip, trip, or fall?

- Use good judgement when selecting your footwear for the day's activities
- Be alert for uneven surfaces, slippery surfaces, and tripping hazards
- Look for transitions between two surfaces
- Always use handrails

Keep your "eyes on path" always and take every single step seriously!

September 18, 2019

# Office Daily Safety Message

"Workout Wednesday"

Mindful Awareness

This exercise is designed to cultivate a heightened awareness and appreciation of simple daily tasks and the results they achieve.

Think of something that happens every day more than once; something you take for granted:

- At the very moment you touch a doorknob to open the door, stop for a moment and be mindful of where you are, how you feel in that moment and where the door will lead you.
- The moment you open your computer to start work, take a moment to appreciate the hands that enable this process and the brain that facilitates your understanding of how to use the computer.
- Each time you think a negative thought, you might choose to take a moment to stop, label the thought as unhelpful and release the negativity.
- The smell of food, you might take a moment to stop and appreciate how lucky you are to have good food to eat and share with your family and friends.

Choose a touch point that resonates with you today and instead of going through your daily motions on autopilot, take occasional moments to stop and cultivate purposeful awareness of what you are doing and the positivity these actions bring to your life.

# September 19, 2019

# Office Daily Safety Message

Eating While Driving

When people think of distracted driving, they usually think about cell phones, GPS systems, and other distracting electronics in vehicles. Most people don't think about one of the oldest and most dangerous forms of distracted diving in existence today, eating while driving.

Did you know that coffee is the most dangerous item to have in your car in terms of distractions? What is your first reaction when coffee splashes out of the cup and onto your lap, leather seat, or nice carpeting? You cannot help but to take your focus away from the road!

Distracted driving, it comes in many forms!

# September 20, 2019

# Office Daily Safety Message

Practice Good Ergonomics

Whether sitting in an office all day or moving material in a warehouse, practicing good ergonomics can help workers stay healthy. If left untreated, ergonomic problems can result in muscle and joint injuries.

According to the National Safety Council, factors that contribute to poor ergonomics include working in awkward positions; having a poorly set-up workstation; overexerting yourself when lifting, pushing or pulling; and sitting for too long in one position.

To avoid ergonomic issues, stretch or walk around regularly. It is not recommended to remain sedentary for lengthy periods of time.

Remember your 30 for 30!

# September 21, 2019

# Office Daily Safety Message

Take a Walk

Want a break from the stress? Does your house feel like the walls are closing in around you? Slip out the door and let your feet take you somewhere. Not only will walking give you the opportunity to clear your head and take a break from that hectic situation, it's great aerobic exercise, too.

September 22, 2019

### Office Daily Safety Message

**Body Positioning** 

Good body positioning is important to reduce the risk of sprains, strains, and tears. Remember to bend at the hips and knees and lift with your legs not your back. If you are carrying an object that is too wide or heavy, ask for assistance rather than trying to do it alone.

**Remain Safety Strong!** 

September 23, 2019

### Office Daily Safety Message

Why Back-in Parking is Safer

Parking in reverse is a simple way to reduce the risk of accidents. By reverse parking, you avoid backing out blindly into oncoming traffic or into the path of pedestrians. Reverse parking is about keeping everyone safe when a driver leaves a parking space.

When reverse parking, a driver is going into a known space with no vehicle or pedestrian traffic.

When leaving the parking space, the driver can see the surroundings clearly.

September 24, 2019

# Office Daily Safety Message

Distracted Driving is SELFISH!

By driving distracted, you are basically telling everyone else on the road that you are more important than they are and you don't care if they get hurt or killed because of your own reckless actions.

Of course, most distracted drivers think they are "good at it" or can somehow evade the dangers. Unfortunately, with distracted drivers, they don't have the excuse that alcohol clouded their judgement, they just have poor judgement while sober.

September 25, 2019

### Office Daily Safety Message

"Workout Wednesday"

Mindful Listening

This exercise is designed to open your ears to sound in a non-judgmental way and indeed to train your mind to be less swayed by the influence of past experiences and preconception.

So much of how we "feel" is influenced by past experiences. The idea of this exercise is to listen to some music from a neutral standpoint, with a present awareness that is unhindered by preconception.

- 1. Close your eyes and put on your headphones.
- 2. Try not to get drawn into judging the music by its genre, title, or artist name before it has begun. Instead, ignore any labels and neutrally allow yourself to get lost in the journey of sound for the duration of the song.
- 3. Allow yourself to explore every aspect of track. Even if the music is not to your liking at first, let go of your dislike and give your awareness full permission to climb inside the track and dance among the sound waves.
- 4. Explore the song by listening to the dynamics of each instrument. Separate each sound in your mind and analyze each one by one.
- 5. Hone in on the vocals: the sound of the voice, its range and tones. If there is more than one voice, separate them out as you did in step 4.

The idea is to listen intently, to become fully entwined with the composition without preconception or judgement of the genre, artist, lyrics, or instrumentation.

Don't think, just hear!

September 26, 2019

# Office Daily Safety Message

Don't forget to enter your Close Calls and Good Catches.

It takes time to report Close Calls/Good Catches. There are several reasons people hesitate to report them. However, it is truly important that you report them. If not, what is lost is a free lesson in injury prevention. The few minutes spent reporting and investigating Close Calls/Good Catches can help prevent similar incidents and even severe injuries.

The difference between a Close Call/Good Catch and an injury is typically a fraction of an inch or a split second!

September 27, 2019

# Office Daily Safety Message

Active Shooter Response



These are not sequential events. Pick the option that works best for your current situation!

# September 28, 2019

### Office Daily Safety Message

"Perfection is not attainable, but if we chase perfection, we can catch excellence." Vince Lombardi – American football player, coach and executive.

Have you ever thought of yourself as a workplace coach? Peers have an amazing amount of influence on behavior. That influence can be good or bad but translates to great opportunity for us when we choose to be excellent in safety.

Regardless of your job title, make it your mission to be a safety leader and coach!

# September 29, 2019

# Office Daily Safety Message

Circle of Safety

Practice walking around your vehicle before getting in. It takes 21-days to develop a habit. If you make this practice a habit for 21 straight days, it will be your norm.

The walk-around will help you identify hazards before you put the vehicle in motion.

Hazards such as:

- Children playing with toys
- Pets
- Vehicle tire conditions
- Nearby stationary objects
- Loose objects or tools on vehicles or in beds of trucks

What are other hazards that you can think of?

# September 30, 2019

# Office Daily Safety Message

Parking Safety Tips

Driver safety does not stop in the parking lot. In fact, drivers should be even more vigilant of their surroundings while operating their vehicle in a parking lot. Following parking safety strategies and reverse parking into your space could potentially save lives.

Research shows that parking lots are hazardous places.

Here are some strategies for safe parking:

- Stay alert and scan the area. Use your mirrors or rear-view camera
- Look for pedestrians
- Drive slowly, obey speed limits and signs
- Wear your seat belt
- When parking, keep distance between your vehicle and others
- Reverse parking into the parking space

What is your strategy for parking safely?