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## FIRST AID TRAINING IS ESSENTIAL FOR EVERYONE

**W**hat happens in the first few minutes after an injury is critical. The proper treatment can make the difference between a minor injury and a serious health risk, maybe between life and death.

Applying first aid can range from cleaning a simple cut on a finger to performing CPR (Cardio-Pulmonary Resuscitation) for a heart attack victim. First aid is the assistance given to a victim until medical help arrives. In the first critical minutes of a serious accident or illness, you can lessen the effects of the injuries or perhaps save a life.

Even if you are not formally trained in first aid, here are some basic guidelines everyone can use in emergencies:

- ▶ Check the accident scene before you enter it to avoid endangering yourself. Look for electrical or fire hazards, chemicals or gases, and moving vehicles or equipment.
- ▶ Keep everyone calm by staying calm yourself. If someone else is there, have them call for an ambulance. If not, do it yourself before helping the victim. The 911 operator may be able to help you until the EMTs arrive.
- ▶ Always stay with the injured person. Only move the victim if he is in immediate danger from fire, explosion or other catastrophes.
- ▶ Carefully examine the victim, looking for signs of breathing, consciousness, broken bones and bleeding.
- ▶ Start artificial breathing or CPR if needed, but do not administer care beyond your abilities.
- ▶ To help control heavy bleeding, remember the three Ps: **Position of the patient** — level. **Position of the wound** — higher than the heart. **Pressure** — with a clean cloth on the wound. If there is an object embedded in the wound, apply pressure on either side.
- ▶ Loosen restrictive clothing, such as the top button of a shirt, a tie or a tight belt, to assist the victim's breathing and blood circulation. If the victim is conscious, talk to him or her in a reassuring voice. If the injury is severe, try not discuss it with others or let the victim see it because this can cause shock.
- ▶ Keep the person warm, calm and lying down to help prevent shock. However, some people will feel more comfortable in a sitting position if they are having difficulties with breathing.

These are just a few of the things that a person who is trained to administer first aid can do to assist others. Whether you learn first aid to treat a minor injury or assist at the scene of an accident, it is a very useful skill. First aid skill and procedure training is available at Layne. Ask your supervisor when you can take an appropriate course.









## PROTECT YOUR EYES AT HOME AND WORK









**A**t work or at home, eye injuries can happen quickly and without warning. The result could be just a red, irritated eye caused by dust. However, the injury could just as easily be permanent blindness caused by chemicals or an object striking your eye.

Eyes are one of the most vulnerable parts of the body. They are susceptible to all kinds of injuries if they are not properly protected.




-  Your eyes can be burned if they are splashed or sprayed with organic solvents, certain metals and acidic or alkaline substances.
-  Particles, dust and chips can scratch your eyes.
-  Your eyes can be punctured by sharp objects and splinters or struck by blunt objects.
-  Extreme heat, chemical or gaseous fumes or mists in the air can damage your eyes.

Like most injuries, you know immediately that you have injured your eyes when you feel immediate pain. But in some situations, you may feel nothing, and the loss of vision is gradual.




There are many different types of eye protection available at work. If you're not sure, ask your supervisor to help you choose the correct type for the job you're doing. When working with chemicals, check the MSDS for guidelines.


-  **Spectacles** – provide impact protection from the front only.
-  **Spectacles with side shields** – provide protection from front and side impacts.
-  **Goggles** – protect the eyes at the side, top and bottom.
-  **Splash goggles** – for protection from chemicals.
-  **Welding goggles** – with light filtering lenses.
-  **Chipping goggles** – with clear lenses for hot sparks and dust.
-  **Face shields** – are worn with safety-glasses or goggles for protection from heat and metal particles or chemical splashes.
-  **Full-face welding helmets** – must also be worn with safety glasses.

### ALWAYS REMEMBER TO WEAR YOUR EYE PROTECTION WHEN WORKING AT HOME AS WELL:

-  Wear safety glasses to protect against wood chips, small twigs, and rocks while trimming hedges, mowing the lawn or weed-eating.
-  Wear splash-proof eyewear when using spray products such as oven cleaners, paints and insecticides.
-  Impact-resistant eyewear should be worn when sawing, hammering, drilling, using a chainsaw, insulating walls or repairing your car.

### SOME RECREATIONAL ACTIVITIES ALSO CALL FOR EYE PROTECTION:

-  Wear sunglasses with ultraviolet protection in the lenses when boating, using a sailboard, water-skiing or snow-skiing — basically any time you are outside.
-  Specially-designed impact-resistant eyewear is needed for sports like racquetball.
-  Wear goggles that protect your eyes from powder burns and the impact of ejected shells on a firing range.



Whatever safety eyewear you choose, make sure you have it custom-fitted so it is snug, yet comfortable. You don't want it to slip off too easily, and you don't want it so tight it causes headaches.

There's a lot you can do at work and at home to prevent eye injuries. Layne will reimburse you up to \$60 per year for single vision and \$70 per year for bifocal safety glasses. Ask your supervisor for details.

## **DON'T GET COLD FEET ON THE JOB**

### **What's At Stake?**

**G**etting "cold feet" usually means that you are nervous about an upcoming event. But if your job requires you to work outdoors in bad weather, having cold feet can cause serious problems.

### **What's the Danger?**

If you're working outside and your feet become cold-or worse, cold and wet-you're at risk for developing hypothermia, frostbite and trench foot.

### **Explaining the Hazards**

Getting wet or working up a sweat in cool weather can bring on hypothermia and it can happen even when the temperature is above freezing (32 F or 0 C). It's important to keep all parts of your body warm and dry, but wet feet lose heat 25 times faster than dry feet. That can cause hypothermia, a dangerous drop in core body temperature, or frostbite, a painful condition caused by prolonged exposure of skin to freezing temperatures.

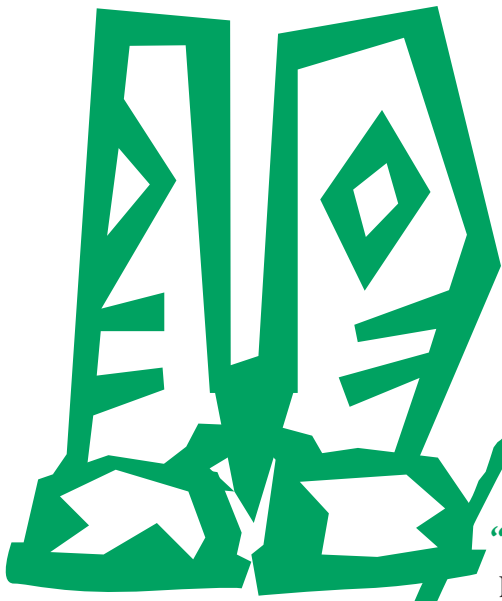
### **How to Protect Yourself**

#### **STAY WARM AND COMFORTABLE IN COLD OR WET WEATHER CONDITIONS WITH THESE WINTER FOOT PROTECTION TIPS:**

- Wear good winter socks. Wool socks are warm, but keep an extra pair with you in case your feet get wet. There are also socks made of synthetic materials that have improved wicking, which means they are better at removing moisture around your feet.
- Use good winter boots or shoes that are high enough to prevent snow from coming over the top and repel water to keep your feet from getting wet.
- Place a winter insole into your work boots to provide an extra layer of warmth.
- Wear insulated overshoes over your work boots.
- Wear insulated muffs around the ankles and over the top of your boots.

### **Final Word**

Frostbite or hypothermia aren't the only cold weather risks for your feet. If you're thinking about how cold your feet are instead of the job you're doing, that distraction can put you at greater risk for injury. Protect yourself and your feet in cold weather.



## GIVE EXCUSES THE BOOT

**E**xcuses, excuses. There are lots of excuses people make for not using protective footwear, but they all sound feeble compared to a foot injury.

### **“THEY HURT MY FEET.”**

But they don't hurt your feet nearly as much as, say, a 45-gallon drum. If the safety shoes are uncomfortable, it probably means they don't fit right. Take the time to get a proper fit. If the toe cap presses against your toes, try a different style or a half-size larger. A cushioned insole might make them feel better too.

### **“IN SAFETY BOOTS, I CAN'T FEEL WHAT'S UNDER MY FEET.”**

Fortunately, in safety boots you can't feel such things as sharp metal debris on the floor. But there are flexible shoes available for activities like driving or climbing.

### **“THEY'RE UGLY.”**

But so is a smashed foot. Safety footwear is available in popular fashions. And you can find a variety of styles such as running shoes, cowboy boots, hunting boots, hiking boots, Oxfords, loafers - even women's pumps are available.

### **“THEY'RE BIG AND CLUMSY.”**

So is a cast on your foot. Today's safety shoes are made of lightweight materials and most weigh just a few ounces more than regular footwear.

### **“THEY'RE TOO HOT.”**

Cooling your heels because you're off work with a foot injury isn't fun. If your safety shoes are making your feet hot and sweaty, try to buy leather, which breathes, rather than manmade materials. Insoles can also improve ventilation.

### **“THEY'RE TOO COLD.”**

The cold fact is that protection provided by ordinary footwear is inadequate. Insulated safety shoes and socks are available to protect your feet from cold and frostbite. If the shoes are made properly, a lining will separate your feet from the chilly metal toe cap.

### **“THEY'RE TOO EXPENSIVE.”**

Wheelchairs and crutches are expensive too. Safety footwear does cost more than regular shoes and boots, but it's more than worth it. Also, Layne will reimburse you up to \$50 each year to help pay for protective footwear that meets ANSI Z41 standards on a 75 pound test.

### **“I CAN'T FIND A PAIR IN MY SIZE.”**

Keep looking. Various manufacturers in stores, in catalogs, and online make a variety of sizes.

### **“IN MY JOB, NOTHING CAN FALL ON MY FEET.”**

Don't count on it. Even people in the office can suffer foot injuries from dropped materials and tripping hazards.

### **“THERE ARE SO MANY KINDS TO CHOOSE FROM.”**

Different hazards need different shoes. Find out from your supervisor exactly what you need. Different designs and materials are available to protect against dangers such as chemicals and oils, sparks or molten metal, heat and moisture, and even fatigue.



**“WELL...AT LEAST I DON'T HAVE TO USE SAFETY FOOTWEAR OFF THE JOB.”**

Why not? Your tender toes face many threats even off the job, from lawnmowers to livestock, from chainsaws to falling rocks. Non-slip shoes will even make your own kitchen a safer place to work. And non-conductive shoes make it safer to use workshop power tools.

There's really no excuse for not wearing the proper protective footwear.

## **IT'S NEVER TOO LATE TO GET IN SHAPE**

**W**e're well into the new year. Did you make a resolution to get into shape this year? Are you sticking to it? Or would you just like to feel better and have more energy throughout the day? There are many reasons to get in shape. And it doesn't necessarily mean sweating for hours on a treadmill or lifting huge weights. Just a brisk walk every day or an hour at the gym a few times a week can be enough to improve your health. If you haven't already, here are some tips to get started on a fitness program:

### **1. Choose the Right Program**

Too many people make the mistake of rushing into a fitness program without understanding whether it's appropriate for them. The first thing you need to do is evaluate your current condition and decide on your fitness goals. Do you want to lose weight, build muscle, endurance, strength or flexibility or some combination? Once you make these determinations, find a program that meets your goals and matches your condition and abilities. If you don't prepare, you may be disappointed when you don't get results.

### **2. Consult Your Doctor**

Check with your doctor before starting a program. Based on your doctor's advice, you might have to modify or avoid activities such as weightlifting or running if you have certain health conditions or previous injuries.

#### **HERE ARE SOME QUESTIONS TO ASK YOUR DOCTOR:**

- ✓ What type of exercise is best for me?
- ✓ How much can I do each day?
- ✓ How often should I exercise each week?
- ✓ What activities should I avoid?
- ✓ Do I have to take my pulse while exercising?
- ✓ Should I take my medication at a certain time?

#### **HERE ARE 10 TIPS TO HELP AVOID INJURY:**

1. Always warm up and stretch.
2. Exercise in a controlled manner.
3. If lifting, start out with light weights and increase gradually.
4. Don't go to total muscle fatigue in your first few weeks.
5. Get some instruction, then practice and perfect your technique.
6. Remember to breathe.
7. Keep vertebrae properly aligned.



8. Strengthen abdominal muscles to support your lower back.
9. Bend, don't lock the knees.
10. Include cooling-down time in your workout.

### 3. Know Your Starting Point

It's also a good idea to calculate your body mass index (BMI), which is a measure of body fat based on height and weight. (A BMI calculator is available for free on <http://www.safetysmart.com/health/bmi.html>.)

Whether you made a new year's resolution to get in shape, or you want to feel better starting today, it's never too late to get moving!

**March = White & Blue**

## COLOR CODING COMPLIANCE

**A**s part of the Assured Ground Program, this month, all electric cords must be inspected and marked with white (quarterly color) and blue (monthly color) tape.

This is not a voluntary program! Using the color coding system ensures that anyone who plans to work with a piece of electrical equipment knows that it has been inspected within the last month, and is safe to use.

*Occupational Safety*

## MARCH, 2010

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I have read, understand, and had the opportunity to ask questions about the material presented.

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*Signature*

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Did you attend a monthly safety meeting?     Yes     No

E-mail comments or recommendations to the Safety & Environmental Health Sciences at [www.laynesafety.com](http://www.laynesafety.com)

Report any Near Miss incidents on the Layne Safety website.

