

# Alaska Chapter NECA

August 25, 2004

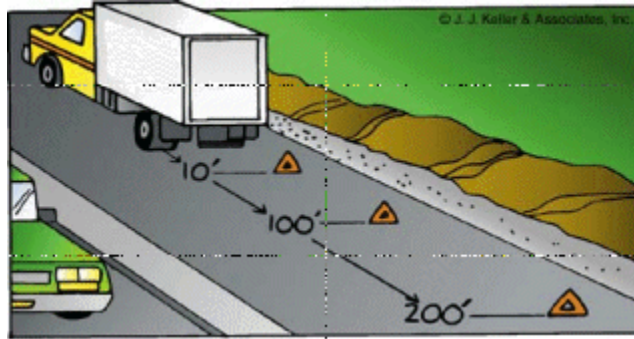
Alaska Chapter, NECA [www.alaskaneca.org](http://www.alaskaneca.org)

## Chapter Calendar

September 6	Labor Day
September 7	Anchorage JATC
September 8	Board Meeting
October 16-19	National Convention
December 11	Annual Meeting

## Tool Box Talks

September 07, 2004	Personal Protective Equipment
September 13, 2004	PPE: Rubber
September 20, 2004	Responding to Your Customer's Unsafe Acts
September 27, 2004	Safety 101: General Guidelines



## Trouble on the road — hazard warning devices

No matter how carefully your company maintains your vehicle, and no matter how comprehensive the preventive maintenance (PM) program in your company is, there still may come a day when you find yourself at the side of the road with an operational problem with your utility vehicle — breakdown!

So what do you do if you have trouble on the road? Keep your common sense handy is probably the number one rule. Having a procedure in mind before trouble happens is also a good idea, so you are prepared to go into action when you need to be.

### Emergency warning devices

The number one thing on your agenda when you have trouble on the road is to get out of the traffic lanes entirely if you possibly can before bringing the vehicle to a stop. Once you have stopped, turn on your four-way flashers immediately as an initial warning to other vehicles.

The next step is to put out your emergency warning devices — commonly, the three bidirectional emergency reflective triangles. As quickly as possible, but for certain within 10 minutes, set the triangles out as described below, depending on the type of road you are on. Triangles may not need to be displayed in business or residential districts during daylight hours.

#### Two-lane roads

Set the triangles out in the following order in the positions described if you break down on a two-lane road:

- One on the traffic side of and 4 paces (approximately 10 feet) from the stopped vehicle in the direction of approaching traffic;
- One at 40 paces (approximately 100 feet) from the stopped vehicle in the center of the traffic lane or shoulder occupied by the vehicle and in the direction of approaching traffic; and
- One at 40 paces (approximately 100 feet) from the stopped vehicle in the center of the traffic lane or shoulder occupied by the vehicle and in the direction away from approaching traffic.

#### Divided highways

If you break down on a divided or one-way road, emergency warning triangles should be placed in the center of the lane or shoulder occupied by the disabled vehicle at a distance of 200 feet and

100 feet in the direction of approaching traffic. The third device should be placed on the traffic side within 10 feet of the rear of the disabled vehicle.

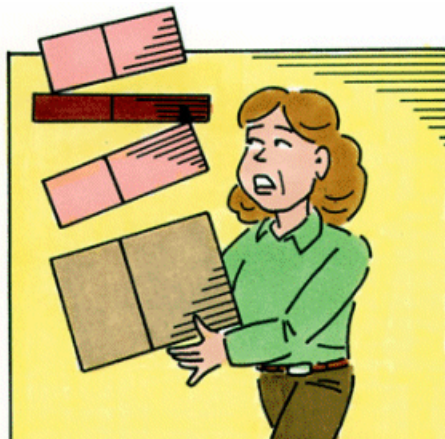
### Obstructed view areas

If you break down within 500 feet of a curve, crest of a hill or other obstruction that limits vision of approaching traffic, set your triangles in the direction of approaching traffic far enough from your disabled vehicle to allow ample warning to other vehicles — distance can be up to 500 feet away from your disabled vehicle.

### **Call your company right away**

If your company is like most, the major thing you are probably instructed to do when you have a breakdown is to call in and report it. Many companies have rules that their drivers are absolutely not supposed to “fix” anything on their vehicles, and should just call in the problem and then wait for the repair people to arrive.

If that is the rule for you, be certain to follow it. Use your cell phone, CB, or the nearest other phone to do the job and call in your trouble.



## **Use handholds to make lifts easier, safer**

Inadequate handholds on boxes can create many hazards and increase risk of injury. When there are improper handholds, or lack of handholds, the lift is made more difficult, as the load is moved way from the body, along with increasing the risk of contact stress and of dropping the load.

### **Possible solutions**

To reduce the risk from lifting with improper handholds, consider the following:

- Utilize proper handholds, including handles, slots, or holes, with enough room to accommodate gloved hands.
- Ask suppliers to place their materials in containers with proper handholds. Let your supervisor know if containers do not have proper handholds.
- Move materials from containers with poor handholds or without handholds into containers with good handholds.
- Wear proper personal protective equipment (PPE) to avoid finger injuries and contact stress.

Ensure that gloves fit properly and provide adequate grip to reduce the chance of dropping the load.

- Use suction devices to lift junction boxes and other materials with smooth, flat surfaces. These tools place a temporary handle that makes lifting easier.



## Tips for a better computer workstation

Appropriately placing lighting and selecting the right level of illumination can enhance your ability to see monitor images. For example, if lighting is excessive or causes glare on the monitor screen, you may develop eyestrain or headaches, and may have to work in awkward postures to view the screen. Ventilation and humidity levels in office work environments may affect user comfort and productivity.

### Workstation tips

The following are some things you can do to make your computer workstation more comfortable:

- Arrange your office to minimize glare from overhead lights, desk lamps, and windows.
- Maintain appropriate air circulation.
- Avoid sitting directly under air conditioning vents that dump air right on top of you.
- Clean the monitor frequently. A layer of dust can contribute to glare.
- Tilt down the monitor slightly to prevent it from reflecting overhead light.
- Set the computer monitor for dark characters on a light background; they are less affected by reflections than are light characters on a dark background.



## Get involved in safety at your company

Employees are a vital source of information about hazards in their workplace. Employees help identify hazards and solve problems. Your involvement can enhance job satisfaction, motivation, and acceptance of workplace changes. There are many different ways you can get involved in the company's safety efforts, including the following:

- Submit suggestions and concerns;
- Identify and report tasks that are difficult to perform;
- Discuss work methods;
- Provide input in the design of workstations, equipment, procedures, and training;
- Help evaluate equipment;
- Respond to surveys and questionnaires the company provides;
- Report injuries as soon as they occur;
- Participate fully in accident/incident investigations; and
- Participate in task groups with responsibility for safety.