

# EXTRA, EXTRA READ ALL ABOUT IT M&O

## Safety & Compliance News

### APRIL—SPRING CLEANING

With Spring in full bloom, now is the perfect time to clean, rearrange, and give your work area a fresh new look! Here are some spring cleaning tips to remember and hazards to consider when freshening up your area.

### OUT WITH THE OLD

Supplies and other stored items tend to accumulate. Spring is the perfect time to identify items that are no longer needed. Too many accumulated items can lead to trip, fire, or health hazards. When evaluating items, separate into three piles: trash, keep, and give away. When the sorting is completed, handle each pile promptly.

### CLEAN SAFELY

Before cleaning, determine personal protective equipment that should be worn, such as gloves, goggles, or aprons, and confirm that all cleaning supplies are confirmed appropriate for area usage. Dust the entire area thoroughly. Deep clean all necessary areas. Sanitize surface areas that are considered “high touch”. If using a ladder, remember to maintain 3-points of contact (2 feet + 1 hand, or 2 hands +1 foot), and keep belt buckles inside the width of the ladder. Keep in mind safety measures while cleaning, such as bending at the knees and avoiding overreaching. Get help or use assistive devices if heavy or large items need to be moved.

### REORGANIZE/REARRANGE

Evaluate your current use of bins and storage units. Label and place them to easily track items, but don't block electrical panels, fire extinguishers, aisles, and exits. Storage and supply areas are usually in need of rearranging and reorganizing to determine items that are no longer needed (consider donating versus disposing). Assess if desks and furniture should be reconfigured to optimize learning experiences and efficient operations. When doing so, identify trip hazards and remove them. Some trip hazards to look out for are power cords, curled carpets, damaged floor tiles, and lifted/cracked cement.

Always Think Safety



## Safety matters



Happy Birthday

### M&O Birthdays

April 2019

Edgar Ibarra    Lee Jurls  
Todd Latham    Ken Mueller  
Greg Freeman    Art Garcia  
Douglas Derne    Darren Devine  
Michael Torres    Daryl Koroluck  
Armond Wilson II  
Elias Schwartz  
Hector Flores Chaira

Do you know of someone who has done an exceptional job that is related to Safety & Compliance (S&C)?

If so, please email me their name and a short paragraph of how it's related to S&C. I would love to showcase them in the next issue

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