

Linda Hunter, RSSP, FIAE
President/Programs
Zee Medical
714-847-8852 ext.234
lhsafenet@aol.com

Byron Jamerson, RSSP, FIAE
President Elect/Webmaster
562-602-2622
jammo70@hotmail.com

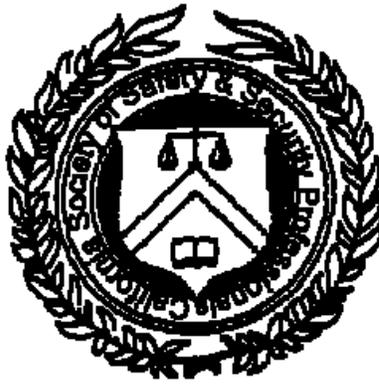
Jeffrey L. Malek, JD, RSSP
Vice President/Government Affairs
Malek & Malek
310-600-7861
jmalek@maleklaw.com

Joann Blayney, RSSP
Secretary/Greeter
Safety Dynamics Group
562-981-5335
joannb8041@aol.com

John A. O'Toole, RSSP, FIAE
Treasurer/Membership
General Safety Services
323-258-2771
otoole47@adelphia.net

Crist Wagner, RSSP
Placement Chairman
Keystone Law & Justice
714-539-3496
omecrist@aol.com

Open
Student Membership



April 1, 2005 Lunch Meeting 12 Noon

Crystal Park Casino & Hotel
123 E. Artesia Blvd. Compton, CA 90220
Hotel Phone: (800) 717 – 1000
Confirmation w/John O'Toole
At (323) 258 – 2771

91 Freeway to Alameda Avenue exit

Frederick D. Garcia, RSSP, FIAE
Past President
The Walt Disney Company
818-754-4021
fred.d.garcia@disney.com

Peter Gin, RSSP, FIAE
Newsletter
Lockton Insurance Brokers
213-689-4203
petergin@earthlink.net

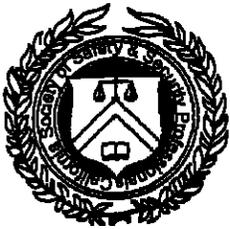
Vincent J. Takas, RSSP, FIAE
Nominations/Awards
The Walt Disney Company
818-553-4318
vincent.j.takas@disney.com

Charles A. Merriam, RSSP
Sgt. At Arms
Reaching Higher Risk Management
909-738-0651

Rosemary Domino, RSSP
Corporate Memberships
D/K Environmental
714-638-1237
rdomino@dkenv.com

Joseph M. Kaplan
Scholarship Chairman
310-652-1932

Carl Cronin, RSSP, FIAE
CSSSP Training Institute
310-652-2921
f.cronin@sbcglobal.net



CSSSP – Los Angeles Chapter
2272 Colorado Blvd. Ste. 1368
Los Angeles, CA 90041
(323) 258 – 2771
www.csssp.com



C S S S P

California Society of Safety & Security Professionals
Los Angeles County Chapter

Volume 34

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April Speaker

Jeff is an Honors graduate from UCLA. He has practiced in the area of labor, discrimination, products liability, and OSHA safety law for 20 years. His firm has three offices, world wide, all in California. He has tried numerous jury trials on these issues, and is a frequent speaker among employer groups. He currently is the Assistant Governor in Rotary International, and currently an adjunct professor at California State University, Dominguez Hills. Apart from the law he is an avid reader and bicyclist, completing on average 7500 miles a year.

Jeff will be speaking on the new California Sexual Harassment law and it's impact on California's workplace.

February Speaker

Scott Hardy, MD, MPH, he spoke on Substance Abuse in the Workplace.

New Members

Paul Wright	Kenneth McAlpin
Archie J. Gardner	Sophia Hamed
Frances "OMI" Galloway	Rodney M. Reed
William L. Bellomo	

Annual Membership Dues

2005-2006 member dues will be remaining at \$45.00 and the dues notices will be sent out after April 1st luncheon meeting. Members attending the April 1st meeting are encouraged to pay their renewal dues to help save the Chapter the mailing cost.

Calling for Articles

All members are encouraged to submit articles for inclusion into future newsletters. If you have a (n) topic for the newsletter, please submit them to Peter Gin at: petergin@earthlink.net.

President's Message

Hello fellow members,

One of my goals, as your president these past seven months, was to communicate the importance of emergency response planning and implementing a plan not only for your office but also at home. Emergencies do not have a calendar and can happen at any moment. Listed below are the highlights of my past president's messages that I am summarizing for all to review.

August 04 - Make the time to influence others with regards of maintaining a safe, healthy and non-violent work environment

October 04 - Act as a role model to others and be prepared for an emergency.

December 04 - Taking the responsibility of making decisions.

February 05 - The Tsunami Catastrophe in Asia and having a contingency and hazard mitigation plan for your office & home.

My message for April is focusing on each of our potentials. The possibility that can but has not yet come into being depends on believing in a vision and making those possibilities happen. Make the decision in taking the initiative and develop the potential that is within you.

In our next meeting, ask the person sitting next to you what steps and supplies do they have in their emergency plan? Use each other as a source of resource to improve your plan and help those who do not have a plan to start.

See you at the next meeting

Linda Hunter

Keep exit routes clear

How would workers escape from your workplace in an emergency? Do they know where all the exits are in case their first choice is too crowded? Are exit doors unlocked?

Knowing the answers to these questions could keep you and your workers safe during an emergency.

Number of exit routes

Usually, a workplace must have at least two exit routes for prompt evacuation. However, more than two exits are required if the number of employees, size of the building, or arrangement of the workplace will not allow a safe evacuation.

Exit routes must be located as far away as practical from each other in case one is blocked by fire or smoke.

Requirements for Exits

- Exits must be separated from the workplace by fire resistant materials — that is, a one-hour fire-resistance rating if the exit connects three or fewer stories, and a two-hour fire-resistance rating if the exit connects more than three floors.
- Exits can have only those openings necessary to allow access to the exit from occupied areas of the workplace or to the exit discharge. Openings must be protected by a self-closing, approved fire door that remains closed or automatically closes in an emergency.
- Keep the line-of-sight to exit signs clearly visible always.
- Install “EXIT” signs using plainly legible letters.

Safety features

- Keep exit routes free of explosives or highly flammable furnishings and other decorations.
- Arrange exit routes so employees will not have to travel toward a high-hazard area unless the path of travel is effectively shielded from the high-hazard area.
- Ensure that exit routes are free and unobstructed by materials, equipment, locked doors, or dead-end corridors.
- Provide lighting for exit routes adequate for employees with normal vision.
- Keep exit route doors free of decorations or signs that obscure their visibility of exit route doors.
- Post signs along the exit access indicating the direction of travel to the nearest exit and exit discharge if that direction is not immediately apparent.
- Mark doors or passages along an exit access that could be mistaken for an exit “Not an Exit” or with a sign identifying its use (such as “Closet”).
- Renew fire-retardant paints or solutions when needed.
- Maintain exit routes during construction, repairs, or alterations.
- Check your work area to make sure exit routes is adequate. If they are not, notify your safety manager, unless you can correct the issue yourself.

Lockout/Tagout: Following procedures prevents injuries

A maintenance worker finished fixing a jammed trimming machine and was about to take lunch when he got a call informing him that the machine was jammed again. “Not again!” he thought as his stomach growled from hunger. He looked around. Everyone was at lunch. “I’ll just turn the switch off at the panel and skip lockout/tagout this time,” he said to himself.

Without lockout/tagout procedures, employees can suffer severe injuries, including loss of limbs. All too often, these injuries could have been prevented if the injured employee had not been taking a shortcut, or circumventing the established procedures. Designed for the servicing and maintenance of machines and equipment, lockout/tagout greatly protects craft workers, machine operators, and laborers from serious injuries.

Lockout/tagout procedures safeguard about 39 million workers from accidents and injuries caused by either releases of energy caused by the start up of machines or equipment, or unexpected releases of stored energy. The terms lockout and tagout mean:

- **Lockout**—Placement of a lockout device (such as a lock) to block the flow of energy from a power source to a piece of equipment.
- **Tagout**—Process of attaching a tag to a disconnect switch or other energy isolating device to warn others not to restore energy to the tagged equipment.

Employees should always lock and tag out power sources and switches when they service or repair electrical and other types of energized equipment, and never ignore or remove the locks or tags of other employees when they come across them in the workplace. To recognize locks and tags, employees must be trained. The OSHA regulation at 29 CFR 1910.147 defines two types of employees:

- **Affected employee**—An employee whose job requires him/her to operate or use a machine or equipment on which servicing or maintenance is being performed under lockout or tagout, or whose job requires him/her to work in an area in which such servicing or maintenance is being performed.
- **Authorized employee**—A person who locks out or tags out machines or equipment in order to perform servicing or maintenance on that machine or equipment. An affected employee becomes an authorized employee when those employees’ duties include performing servicing or maintenance covered under this section.

Energizing your co-workers

Encourage employees and co-workers to work outside the rigid constraints of the organization.

Cultivate creativity.

Working alone: Make sure it's safe

We've all heard stories about workers who went out to take a reading or check on equipment and never returned. By the time someone missed them, it was too late. If you have employees who work alone, either after hours or in remote locations, it's a good idea to develop some method of routine monitoring to ensure their safety and well being.

Assess the job

Assess every "work alone" situation to determine if there are hazardous conditions or circumstances that would compromise the safety of the employee. If you identify any dangerous situations, set up procedures to ensure that the individual is monitored and can get assistance if an accident occurs.

Provide the necessary tools and equipment; provide information about the hazards that may be encountered, and train everyone involved, including workers, supervisors, and foremen.

Categorize the job

When assessing the conditions under which an employee works alone, there will be some job functions that have inherent hazards associated with them. Categorize these job functions as high risk, low risk, or combinations of both.

High-risk job hazards:

- Entering any confined space;
- Working with:
 - high energy materials (radioactive, high temperature);
 - toxic gases, liquids, or solids;
 - cryogenic (low temperature) materials/processes;
 - high pressure systems and high voltage electrical systems;
 - moving equipment or machinery;
 - handling or transferring flammable liquids;
- Working in:
 - extreme weather conditions;
 - laboratory functions;
 - services industries where job functions may not be hazardous but where cash or goods handled may cause the situation to attract criminal victimization

Low risk job hazards:

- Maintenance functions other than on active processing equipment;
- Security watchman's functions (except in hazardous locations);
- Janitorial or custodial functions (except in hazardous locations);
- Routine job functions that are part of a long standing operating procedure where experience has shown them to be safe;
- Deskwork.

Control measures

After the assessment, develop control methods to minimize the risks identified, including a method to get emergency help for the worker if it is needed. The following examples provide such measures.

Buddy system — Primarily used for working in confined spaces where entrance or exit is restricted, such as manholes, pits, or tanks that may be oxygen-deficient or where hazardous gases, vapors, or mists may accumulate. The buddy must be knowledgeable concerning the activities of the worker being observed, be properly equipped with emergency equipment, and be capable of putting preplanned rescue or emergency operations into effect.

Personal check — Check on the worker by periodic visits at regular intervals. This should be done by the employer, another worker, or some other knowledgeable person designated by the employer. The length of time between checks should be determined by the hazards of the job.

Periodic telephone contact — Communicating via the telephone at regularly scheduled intervals may be adequate in low-risk work alone situations. Telephone numbers for routine calling and emergency situations should be prominently posted. Even office workers should be instructed about emergency procedures for working alone outside of regular office hours.

Mechanical/electrical surveillance — Workplace security systems can often be modified to monitor a particular worker who is working alone as well as the status of the workplace itself. You may want to use personal pagers, two-way radios, emergency sounding devices, visual monitoring systems, and similar equipment. Consider the suitability of safety measures and systems to worker's needs. For instance, if an employee is deaf, visible alarms should be provided in the workplace.

Central monitoring — The activities of those required to work alone are monitored by a person or outside facility designed for that purpose. If you decide to use a central monitoring system to relay an alarm, check federal, state, and local regulations regarding this system.

Plan for safety

Working alone strategies should be an extension of routine safety and health planning. Even if no one is working alone right now, circumstances may occur some day that require an employee to do a job when others are not around. Whether it is a standard practice or an occasional necessity, work alone planning is essential for employee safety.

Rewarding Your Employees

"Give people a chance not just to do a job but have some impact, and they'll really respond, get on their roller skates, and race around to make sure it happens."

Robert Hauptfuhrer, Chairman & CEO, Oryx Energy