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## **April 6, 2012 Lunch Meeting 12 Noon**

**Lakewood Country Club  
3101 Carson Street  
Lakewood, California 90712**

**Mandatory Confirmation w/John O'Toole  
By 4/3/12 @ (323) 258 – 2771**



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# C S S S P

## California Society of Safety & Security Professionals Los Angeles County Chapter

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### *April Speaker*

Mr. Mariano Kramer, Safety & Health Educator will be reviewing NFPA 70E Standard for Electrical Safety in the Workplace.

Mr. Kramer is a retired 20 year employee with Cal/OSHA. He was a Compliance Safety Engineer and later a District Manger with Compliance. He handled numerous electrical complaint inspections. NFPA 70E is a national consensus standard developed by NFPA and industry experts.

### *February Speaker*

Mr. John McHugh, CEO of Versatile Systems, Inc. reviewed the New Fall Protection Standards and its impact on employers and employees.

### *Lunch Menu*

Taco Bar Buffet to include: ground beef; soft shell tortillas; sour cream, guacamole, lettuce, onions, salsa, Spanish rice and refried beans  
Chef's Dessert Display  
Unlimited fruit punch, Coffee, Decaf, Hot Tea and Ice Water

### *Members*

Please make sure you notify us of any changes in employment with new email addresses and phone numbers. Contact John O'Toole at (323) 258 – 2771 with updated information.

### *Calling for Articles*

If you have any articles or write ups you want to share with the membership, please feel free to forward to me and I will be happy to include them in our newsletter.

### *President's Message*

Hello everyone, one of the complaints I often hear from employers is how they feel they have no input on new regulations or changes to existing regulations that affect their business, so I wanted to take a moment and discuss how employers as well as members of the public can provide their input into the occupational safety & health rulemaking process.

In California, occupational safety & health standards are adopted by the Occupational Safety & Health Standards Board (OSHSB), a part-time, independent, seven member board appointed by the Governor, which holds monthly meetings throughout California.

During these meetings, the Board holds *business meetings* which are closed to the public, where the Board conducts its own internal monthly business; *public meetings*, where time is made available to receive comments or proposals from any interested person, or to propose new or revised standards to the Board, or to comment on any item concerning occupational safety and health; and *public hearings*, where the Board hears public testimony regarding the specific proposed revisions of the California Code of Regulations listed on the meeting's agenda. The Board's monthly meeting schedule is posted on the Standards Board's website at <http://www.dir.ca.gov/oshsb/mtgsch.html> and contains the dates, times, and locations for all of the monthly meetings along with the meeting agendas along with any specific proposals set to be discussed.

I would like to encourage all of you to visit the Standards Board's website on a regular basis to become aware of any new or proposed standards or changes to existing standards which may affect your business and to voice any concerns you have either through speaking at the Board's monthly public meetings and hearings, or by written petition to the Standards Board itself.

Mark Pisani  
Chapter President

## **New Hire Safety Orientation: Start Them Out on the Safe Foot!**

*“If your idea of orienting a new employee is to quickly introduce him/her around and show them the bathroom and the coffee room, you need to reorient yourself.”*

New employees are *five times* more likely to suffer a lost-time injury on the job within the first month than are those more experienced. Some statistics indicate that 40 percent of all workers injured on the job have been doing it less than a year.

Such injury rates lead to the question of why “newbies” are so vulnerable, and more important, what your company can do about it.

### **Ignorance and Fear**

The lack of knowledge is not only on the workers’ part.

Sure, they’re unfamiliar with the tools, conditions, and most important, safety hazards, of their new environment. But it extends to employers, too. Employers assume that new employees know more than they really do. Certain jobs require precautions that may seem like common sense to someone who has spent years on the job. But to a newcomer, these are brand new hazards never even thought about.

The fear comes in a newcomer’s refusing to ask questions, lest he or she seem incapable of doing the job, which could lead to an early termination. But questions not only fill the newcomer’s need for knowledge they also expand the instructor’s ability to deliver that knowledge. Students’ questions often remind [the instructor] of things he or she didn’t explain fully, or forgot to mention at all.

Supervisors need to remind new workers again and again that questions are welcome at any time.”

### **Talk Safety While You Walk**

During orientation is a perfect place to introduce safety training to a new hire. Included in the new hire packet should be a company safety policy covering generic safety concerns and resources for additional information so the employee feels comfortable addressing specific issues if necessary.

As you tour your facility, it is recommended that incorporate safety information as you go.

While you’re showing your new workers the lay of the land as far as their jobs go, also point out the safety elements you’ve built in, such as the location of fire exits and extinguishers, first-aid kits, eyewash stations, and MSDSs.

Also point out less obvious safety features ... such as where to go for if you have to evacuate the building. Help employees to make the connection to how they can keep things safe, keeping pathways clean and clear.

While you’re imparting safety knowledge, your attention is making the newcomer feel “valued and informed,” and that will lead to a more engaged and productive employee.

## **New Employee Safety Orientation: What Your Training Should Include**

There was one more recommendation: *formal safety training* as part of the on-boarding process. What information should such a safety presentation contain?

**Lay out the objectives.** Your presentation should make the point that every worker can make (and is expected to make) an important contribution to organizational safety by identifying, and fixing or reporting hazards and near-misses, and by responding appropriately to emergencies and evacuations.

**Warn against horseplay.** Those new to the job may be tempted to “fool around” with equipment they’ve never used before. Such antics can be deadly.

**Explain the worker’s role in security.** Newcomers may take a narrow view of safety as primarily accident prevention, but they need to understand that keeping unauthorized persons out of the workplace is also a safety measure—and that it’s done through vigilance and careful handling of identification systems such as badges and codes.

**List safety information sources.** It’s vital that workers know where to find the knowledge they need to be safe, including the location of safety bulletin boards, and the names of safety supervisors or members of the facility’s safety committee.

## **Avoiding Corporate Complacency**

### **Managers - Get Committed!**

It takes more than just saying you are committed to safety - you have to put actions behind your words. Managers can demonstrate their commitment to safety in a number of ways. First and foremost, managers must follow the company's safety rules. Then, regularly attend safety meetings. Also consider the following ideas.

### **Take time to walk around and talk to employees.**

Visit employees in their workplaces whether on the shop floor, in the field, or in the office. Talk about your personal concern for safety, and then listen to their concerns. Take personal action to correct unsafe situations and follow up to let employees know the outcomes.

### **Make it a point to personally review all reports of near misses and injuries.**

When managers review reports of injuries and near misses, it demonstrates the information's importance. Follow up on the reports to ensure that appropriate actions are taken to eliminate the causes of incidents in your organization that could result in larger, bigger direct hits. Take care to ensure that your follow up is a positive action rather than a punitive one.

### **Integrate safety into all aspects of management planning.**

During the organizational planning process include safety goals and objectives then ensure that the budget includes appropriate items for safety improvement. Communicate your organization's safety performance expectations goals, objectives to the management level and to your employees. To encourage a sustainable change in the safety culture of your organization, make it a point to review your organization's progress.

### **Enable employees to get involved in the safety process.**

Identify areas where employees can become actively involved in the safety process and encourage their participation by allowing work time for appropriate activities. Ask employees with specific skills or interests to participate in safety improvement projects. Then recognize their involvement and efforts.

Managers at all levels of the organization can have a profound effect on the safety culture of an organization by following these suggestions. Once they see their supervisors and managers taking safety seriously, employees in turn will be more committed

than ever. And, nothing energizes an organization's safety improvement efforts more than employee involvement.

## **Security: "Phishing"**

By Crist Wagner

Phishing attacks are and will continue to be a serious security breach and a cause of loss to our parent organizations. That being said, users should take steps to protect themselves from falling prey to "Phishers." One thing that users can do is to be wary about urgent e-mails that seem to come from a human resources departments or a government entity and ask for personal information. Users who receive such messages should call the sender to ascertain if the e-mail is legitimate.

E-mails about major events, such as the Super Bowl or the Presidential Election can also be potentially worrisome, especially if they come from an unknown source. Also, social media sites such as Facebook and LinkedIn can be exploited by Phishers since these sites contain a significant amount of personal information that could be used to develop a targeted phishing attack.

Users should also check to see that the e-mail messages have been digitally signed, which is evidence that they have not been spoofed. Meanwhile, links that have been included in e-mails should be typed into the browser address bar rather than clicked on.

Users that visit sites that are linked to e-mails they receive should check to be sure that the site uses a secure socket layer connection, although they should keep in mind that phishers can make it seem that is using SSL, when in fact, it is not.

## **The Lighter Side of Lifting**

Keep it close/keep the curves. Objects kept close to the body exert less force than those lifted further from the body. The closer the load the easier it is to maintain the natural curves of the spine.

Buid a bridge: supporting the upper body with a forward leg or a supported arm when lifting allows you to "build a bridge" of support for the upper body which reduces the demands on the back.