

## July is **Housekeeping Awareness Month**

Bringing back this “oldie, but goodie” FP&C Safety Committee poster: *Housekeeping Ain't No Joke!*

To some, the word “housekeeping” means cleaning floors and surfaces, removing dust, and organizing clutter. But in a work setting, it means much more. It can prevent injuries and improve productivity and morale, as well as make a good first impression on visitors.

Housekeeping issues are common but often easy to fix:

- It should be more than a one-time initiative – it should continue daily.
- Maintain a regular walkthrough inspection schedule, report hazards, & train employees to sustain housekeeping.
- Set goals & expectations.

Questions? Email  
[FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu)

# “HOUSEKEEPING AIN'T NO JOKE!”

-Louisa May Alcott

### EFFECTIVE HOUSEKEEPING RESULTS IN:

- Fewer tripping & slipping accidents in clutter-free & spill-free work areas
- Decreased fire hazards
- Better control of tools & materials, including inventory & supplies
- Better hygienic conditions leading to improved health
- More effective use of space
- Reduced property damage by improving preventive maintenance
- Improved productivity & efficiency



### HELPFUL TIPS TO MAINTAIN A CLEAN WORKPLACE:

- Always keep all passageways clear & unobstructed.
- Clean up as you go, waiting until the end of the week allows the hazards to pile up.
- Remove extra materials, tools, & supplies from the work area as soon as possible.
- If you see a hazard, clean it or alert a supervisor of the hazard. Don't wait until someone gets hurt.



Presented by:  
Facilities Planning  
& Construction



**Slips, Trips, and Falls? Mitigate the Hazard!**



OHS has recently discovered Form-A-Tread—an epoxy that can be applied to nearly any surface to **increase safety, traction and visibility on stairs, ramps, ladders, vehicles, wet areas and any location** where ease of installation and extreme durability are needed.

Application on stairs and some FM roofs will be started this month. **Form-A-Tread has been added to the UVA Marketplace as a non-catalogue vendor for ease of purchase.** Reach out to OHS if you have any questions or need guidance on this product.

*We will have photos of application sites in the coming months.*

**2019 TRAINING DATES:**

View on the OHS website at <http://bit.ly/FMOHSTraining>.

**OHS Training Request Form:**  
<https://at.virginia.edu/2EePKxW>

*OHS will be operating on a reduced training schedule this summer. Training requests are welcome & classes will be filled as needed.*

**To Register for Training:**  
Your supervisor must email [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu).

Be sure to include the following:

- Class(es) requested
- Employee first & last name
- Computing ID (ex: mst3k)
- Preferred date, if desired
- What are your typical working hours?

- All FM-OHS training courses are provided to Facilities Management employees at no charge.
- However, an 'accept' or 'decline' response to the calendar invitation is mandatory within 3 business days.
- **Failure to respond and failure to attend an assigned training class restricts you from performing any duties associated with that training.**

**2018 Training in Review:**

**Occupational Health & Safety & Occupational Training**



**New Committee Members!**

If safety is your passion and you would like to get more involved to support one of Facilities Management's Core Initiatives, please send an email to [FM-OHS@Virginia.edu](mailto:FM-OHS@Virginia.edu).

*We are happy to start our safety journey with you!*

## OHS Monthly Safety Initiatives

FM's Occupational Health and Safety Department will be focusing on one safety initiative each month of 2019. Safety Committees are encouraged to add this to their agendas, think about it as a theme for their safety posters, and conduct toolbox talks related to the theme. Please do not hesitate to be in touch with [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu) if you have any ques-

<u>Month</u>	<u>Topic</u>
January	Electrical ✓
February	Personal Protective Equipment ✓
March	Ladders ✓
April	Safe Lifting & Materials Handling ✓
May	Fall Protection ✓
June	Heat Stress ✓
July	Housekeeping
August	Worksite Control
September	Confined Space
October	Hazard Communication (HazCom)
November	Machines & Tool Guarding
December	Slips, Trips, & Falls

## IMPORTANT LINKS:

- **OHS Homepage:** <https://www.fm.virginia.edu/depts/ohs/index.html>
- **Safety Shoe Request link:** <http://bit.ly/FMOHSprog> (under Red Wing Shoe Program)
- **NOMINATE a Safety Champion:** <http://bit.ly/SafetyChamps> (at top)
- **NEAR MISS FORM:** For incidents or near-incidents that did not result in injury/first aid: <http://bit.ly/FMNearMiss>
- **INCIDENT REPORTING FORM:** For incidents resulting in an injury/first aid: <http://bit.ly/FMAccidentRpt>

### Reminder of NEW Process for Safety Shoes:

- OHS will no longer be sending eligibility emails
- As always, it is the supervisors' & employees' responsibility to submit the shoe request through the shoe request portal.

Submit a safety shoe request: [http://bit.ly/PPE\\_FAQ](http://bit.ly/PPE_FAQ)



## WIN! WIN! WIN!

*OHS announces quarterly drawings for your help with creating a safe workplace!*

Employees nominated as Safety Stars, following [@BerniethBee](https://twitter.com/BerniethBee) or reporting Near Misses will be entered to win a quarterly drawing for either a Yeti-style coffee tumbler or a lunch cooler (winning employee's choice).

Nominate a Safety Star by emailing [fm-ohs@virginia.edu](mailto:fm-ohs@virginia.edu).

Report a Near Miss at <http://bit.ly/FMNearMiss>

*Near Misses are incidents or near-incidents that did not result in injury/first aid.*

Find Bernie on [Facebook](#), [Twitter](#), and [Instagram](#)!

Just some of the things Occupational Health & Safety Audiometric Testing: was up to last month:

**18 Safety Surveys**

766 positive observations &  
36 negative observations (top 10 listed below)

**Additionally:** ▪ 26 site visits

- 18 Safety Obs. submitted
- 5 fall protection assessments
- 2 office ergonomic evaluations
- 1 electrical issue reviewed
- 1 traffic concern addressed



Top 10 Negative Observations

Category	Sub-Category	Count
PPE	Eye protection used as required? 1926.102(a)(1)	6
Ladders/Stairs	Ladders inspected/no visible defects? 1926.1053(b)(15)&(16)	4
PPE	PPE used/worn as required? 1926.95(a)	4
Ladders/Stairs	Spreaders fully engaged on stepladders? 1926.1053(a)(8)	1
Electrical Safety	All sockets in temporary lighting have bulbs? 1926.416(a)(1)	1
Fall Protection	Steps taken to prevent falling object hazards? 1926.501(c)	1
Fire Safety	Fire extinguishers maintained annually? 1926.150(c)(1)(viii)	1
Fire Safety	Fire extinguishers inspected periodically? 1926.150(c)(1)(viii)	1
Electrical Safety	Cords protected/kept clear of work areas or walkways? 1926.416(b)(2)	1
Other/Misc.	Surfaces reasonably level/free of slip/trip/fall hazards? (Best Practice)	1

Thank you to the UVA FM employees in the heat and chiller plants, sheet metal shop, and masons for participating in the Audiometric Testing this past month. FM-OHS will be in touch with Hearing Conservation Training information later this summer.

**CONGRATULATIONS to the Apprenticeship Program 2019 Graduates & Inductees!**

**Inductees:**

Electrical	HVAC	Plumbing
Joshua Cunningham	Mohammad Adil	Allen Anderson
Armiss Ferguson	Ashley Bell	John Debilzan
Garrett Hatmaker	Travis Castellanos	Ryan McCarthy
Charlie Henderson	Pedro Gonzalez	Gabriel Reedy
Rebecca Hord	Blake Shifflett	Octavia Sandridge
Bryce Humphreys	Jaquarius Taylor	
Hunter Monroe		

**Graduates:**



**FROM UVA EMERGENCY MANAGEMENT**



**UVA Emergency Management**  
@UVA\_EM

UVA has partnered with LiveSafe to provide a free safety app. Download UVA's LiveSafe mobile app from iTunes Store and Google Play to receive emergency alerts, report tips to police, and access safety resources. Search "University of Virginia." The app is available to everyone!



UVA has partnered with LiveSafe to provide a mobile safety app.

**Share Tips with UVA Police**

When you see something suspicious, share it with UVA Police.

**Request Help**

Call local emergency services, wherever you are in the world.

**SafeWalk**

Invite friends and family to virtually escort you to your intended destination and notify them when you arrive.



**Get LiveSafe**

Using the QR code above, download "LiveSafe" from the App Store or Google Play. Register and fill out your profile. Search for & select "University of Virginia" or "UVA." You're set!

**Report Incidents**

Something's happened? With just a few taps, submit a report through Just Report It.

**UVA & Other Resources**

Access important information, like 24/7 emergency resources, evacuation sites and emergency procedures. Scroll down for the Safety Map to find items such as blue light phones.

**Notifications**

Receive UVA emergency alerts and location-specific warnings.



[app.safetyandsecurity.virginia.edu](http://app.safetyandsecurity.virginia.edu)

**NEW! Bloodborne Pathogen Cleanup and First Aid Kit Information**

*Do you have First Aid or Bloodborne Pathogen Cleanup Kits that need refilling or have items expiring soon?*

**Contact the Materials Warehouse for updated supplies!**

These kits are your responsibility to inspect and keep up-to-date. If you need a first aid kit for your vehicle, or you have a kit that needs updating/refilling, contact your department's purchaser to request the needed supplies.

Links:

- **Bloodborne Pathogens Spill Kit Contents & Procedure:** <http://bit.ly/BBPKit2019>  
*Do not attempt to clean up a blood spill if you have not gone through Bloodborne Pathogens Clean Up Training.*
- **First Aid Kit Contents:** <http://bit.ly/FirstAid2019>

These sheets should be stored within the case of the respective kit, so that it's easy to access and find re-order information.

If you have any questions, please contact [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu).

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**See Pictures from Girls Day, Empowering you, and other Occupational Programs Events online:**



@BernietheBee



@UVAApprentice



@UVATradeswomen



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