

SAFETY ZONE NEWS

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*"Safety First;
Quality of work,
Second;
Production, Third"*
Leonard Begay 622
Safety Meeting

SAFETY IS CONTINUOUS



NECA management and employees have made the commitment to safety. This commitment is a continuous process and it does not stop. As our General Manager says "we can't slow down, we need to get to zero and stay at zero". Safety is a daily task and everyone needs to think about safety from the beginning of the day to the end of a day. Safety needs to be practiced and practiced until it becomes second nature to us. From the time we wake up and get ready for work, we are thinking about what we are going to do that day and how we are going to get it done. We need to think about how we are going to get it done safely. Ask yourself these questions. What do I need to do? Do I have all the PPE? What are the steps and tasks that are involved? Do I

have the safety training and up to date certificates to do the work? Who is going to do the work?

One of the most common causes of incidents is "COMPLACENCY". When employees become too relaxed or too comfortable while doing their task. Stay focused and always pay attention to your work and work area.

We cannot relax, we need to stay alert and focused every day, all day.

We will get better as long as we practice safety every day. Practicing safety will get easier. Just like everyone knows we need to wear a hard hat when working; working safe and wearing the necessary PPE should be the same.

What to Look For

CRANE TRAINING

September 15th & 16th
Base 5 Conference Rm

FIRST AID/CPR/AED

September 24th
Base 5 Conference Rm

Northern Navajo Nation
Fair 2014
October 2nd -5th
Parade: October 4th

NECA will be closed
Friday, October 3rd.

The Dangers Associated with Diesel Exhaust

"Always be alert on construction sites"

Diesel engines have been associated with nearly every type of heavy industry, from construction to manufacturing to transportation. Even workers who do not work directly with diesel engines still frequently interact with them in the form of trucks, heavy equipment, locomotives and generators.

What's in diesel exhaust?

Diesel engines operate by using combustion. The less complete the combustion process, the greater the emissions they produce. Diesel exhaust contains a verity of gases and particle byproducts such as carbon monoxide, nitrogen oxides, sulfur oxides, formaldehyde, benzene, acrolein and diesel particulate matter (DPM).

What does it do to people?

Short-term exposure can cause lightheadedness and headaches. DMP particles may settle in the lungs and aggravate conditions such as asthma and emphysema. The throat, eyes and nose can become irritated and some workers even experience heartburn. As exposure increases, there may be weakness and numbness, with wheezing and tightness in the chest. OSHA has determined that diesel exhaust is a carcinogen. The effects of long-term exposure have not been studied in great depth, but polyaromatic hydrocarbons (DPM) have been linked to cancer in laboratory animals.

How can you reduce exposure?

The standard safety philosophy is to begin by trying to eliminate the source of the hazard. This is only possible if equipment can use alternate fuels such as electricity or propane. If substitution isn't a possibility, focus on improving ventilation. Utilize hoses to transport exhaust gases away from work area. Install vent pipes to disperse gases outdoors. Increase the amount of fresh air by opening windows or doors. Physically isolate workers from exhaust with enclosed cabs. If it's impossible to substitute fuel, ventilate or isolate, consider personal protective equipment such as respirators. Keep in mind that respirators are only effective when properly fitted and used by workers who have received adequate training.

CARPENTER SHOP

Christopher Yazzie

Gary Smith Jr. is selected as the "Carpenter Shop Employee of the Month" for his outstanding contribution as an employee for the Carpenter Shop. Gary Smith Jr. showed his leadership, getting his jobs done on a timely manner, always on time for work, attendance and

has a lot dedication to his everyday tasks.

We started employee of the month so we can have a positive impact on employees morale and overall satisfaction, to build a successful recognition for time and commitment; as well as other employees who will all work together to create a cost-effective environment that we all can sustain, but most

importantly, SAFETY and COMMUNICATION every time.

From OSHA – Job Hazard Analysis

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A hazard is the potential for harm. In practical terms, a hazard often is associated with a condition or activity that, if left uncontrolled, can result in an injury or illness.

Identifying hazards and eliminating or controlling them as early as possible will help prevent injuries and illnesses. A job hazard analysis is a

technique that focuses on job tasks as a way to identify hazards before they occur. It focuses on the relationship between the worker, the task, the tools, and the work environment. Ideally, after you identify uncontrolled hazards, you will take steps to eliminate or reduce them to an acceptable risk level. For a job hazard analysis to be

effective, management must demonstrate its commitment to safety and health and follow through to correct any uncontrolled hazards identified. Otherwise, management will lose credibility and employees may hesitate to go to management when dangerous conditions threaten them.

"Each employer shall furnish to each of his employees employment and a place of employment which are free from recognized hazards"

PAYROLL DEPARTMENT

As you know the year is ending soon....and you know what that means....W-2 time....Please check and update your address on your check.... if it is incorrect make the proper change as soon as possible with proper documentation...

HMA Open Enrollment is approaching for adding your dependents to your insurance....you have

October 1 thru November 30 to enroll your dependents....if you decide to enroll, you will need to submit copies of SSN, CIB, and Birth Certificates for the dependent children and a copy of marriage license if married or the Common-Law form notarized for the spouse to enroll....A reminder of check

cashing, please check with the vendor before cashing if they are on next business day, so the payroll check does not clear on same day Thursday. Payday is Friday's, it is a privilege to receive it on Thursday's

Training News

Lemuel D. Benallie

"Work safe, be safe"

September 15 – 16, 2014

Crane Operator Training. This class includes Signal Person and Rigger certification.

September 24, 2014

First Aid/CPR/AED training at Base 5.

If you have any questions concerning trainings please call me at (505) 368-3031.

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Phone (505) 368-5151
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**"Nobel Employees
Communicate Awareness"**



**Look for our upcoming
tab on NECA's Website**

*"Come to class well
prepared and a
willingness to learn"*

Safety Tip – Defensive Driving

Here are a few Defensive Driving tips. One of the main tips is to PAY ATTENTION. Paying attention sounds easy but not paying attention is the leading cause of accidents. Drivers become too comfortable with their surroundings or maybe even "complacent" as we say in construction. A majority of the vehicle accidents occur within 5 miles of the driver's home because drivers are comfortable in these surroundings and lose focus. Other reasons why a driver may not be paying attention to the road are lack of sleep, eating, daydreaming and cell phones. Another tip is to NEVER TRUST OTHER DRIVERS. Just because you are a safe driver and you are looking out for others, don't think that everyone else is doing the same. Keep your vehicle a safe distance away from the other vehicles and give them plenty of room. If you see with their signal light on, wait for them to turn, don't trust that they are turning and pull out in front of them. One more tip is ALWAYS YIELD THE RIGHT OF WAY. It is easier to yield the right of way. This is so you don't have to count on the other drivers to know who has the right of way. Allow the other driver to proceed first.

On our worksites, continue to use your all your defensive driving and use all the accessories available on a vehicle. This includes your headlights, turn signals and horn. Also remember to do your vehicle walk-around inspection before entering your vehicle.

From OSHA – Job Hazard Analysis

continued from page 3

It is very important to for employees to be involved in the hazard analysis process. Employees have a unique understanding of the job, and this knowledge is invaluable for finding hazards. Discuss the hazards the employees know exist in their current work and surroundings.

If any hazards exist that pose an immediate danger to an employee's life or health, take immediate action to protect the worker. Any problems that can be corrected easily should be corrected as soon as possible. Do not wait to complete your job hazard analysis.

Nearly every job can be broken down into job tasks or steps. When beginning a job hazard analysis, watch the employee perform the job and list each step as the worker takes it. Be sure to record enough information to describe each job action without getting overly detailed. Avoid making the breakdown of steps so detailed that it becomes unnecessarily long or so broad that it does not include basic steps. Review the job steps with the employee to make sure you have not omitted something.

The JHA evaluates the job itself, not the employee's job performance. Continue to review the job steps and procedures to discuss uncontrolled hazards and recommended solutions. Make corrections and updates s needed. The JHA needs to be reviewed and signed by all employees conducting the task, including new hires.