

Date of Injury/Accident: XXXXXX
Business Unit: XXXXXXXX
State: XXXXXX
Plant Name: XXXXX

Safety Bulletin

Incident Photos



Incident Description

On **XXXXX**, **XXXXX** was performing maintenance on the heaters at the **XXXXX** plant getting ready for cold weather the next day. One of the heaters would not light so he decided to see that all the connections were complete. As he climbed on the ladder **moving from the second to the third step**, he lost his balance and fell to the ground, dislocating his left elbow. **XXXXX** is on modified duty and he will require several weeks of physical therapy to gain full motion of his left arm.

There are two contributing factors to this accident.

- 1) Inadequate Maintenance-Improper planning for winter maintenance heaters
- 2) Lack of Knowledge and Skill, **XXXXXX** was not properly trained to identify hazards and use the proper equipment to complete the job safely.

Best Practices

Number One Priority for 2010 is Safety: **“IF IT IS NOT SAFE, DON'T DO IT!”** Remember it is the #1 goal of **XXXXX** to make sure that all our employees' have a safe and healthy work environment. If you cannot complete a task safely, you should not attempt it.

- Prepare for the winter weather, the weather in **XXXXX** can change faster than you can say routine maintenance, its important to know that your plant and your employees are ready for the change in weather. Our sites need to have a plan for a scheduled maintenance program that ensures systems are up and running correctly before the weather conditions become a problem. Ensure that employees and contractors working on equipment are qualified and follow **XXXXX** safety guidelines with a JHA before conducting maintenance.

- Always perform a written JHA on any task that is not routine or use your pocket JHA card on all tasks no matter the size. Neither the crew nor XXXXX completed a JHA to identify the hazards related to the scope of the work planned. The JHA should also identify the appropriate PPE required for the task and the correct tools to be utilized for the job. Insure the entire crew is properly trained in all tasks and tools.
- Use equipment and tools only as they are intended and review ladder safety rules before using a ladder. Look for safety warnings and follow manufactures recommendations (the ladder stated not to exceed the second step).
- Keep the steps and rungs of ladders free of grease, oil, wet paint, mud, snow, ice, paper and other slippery materials. Do not attempt to use a ladder with mud or snow on the bottom of your boots...
- Seek assistance whenever the situation becomes more then a routine task.
- If you are not qualified and don't have the training to do the job, stop and get help from someone that is familiar with the work that needs to be done.
- Never rush to get the job done. When you rush and hurry important step are forgotten and accidents are likely to occur.

Sign In: (please print legibly)

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TRAINER _____

DATE _____