

SAFETY THEME

LOCAL GOVERNMENT RISK MANAGEMENT SERVICES, INC., - A Service Organization of the ASSOCIATION COUNTY COMMISSIONERS OF GEORGIA and the GEORGIA MUNICIPAL ASSOCIATION

The Safety Theme program is designed to help you get an important safety message across to all employees in a simple-to-use format that can be completed each month.

Monthly Poster Theme

Make copies and post them wherever you will get the most impact.

Training Calendar

Health Promotion Champion

Tifton, GA/Tift County	Mar. 21
Statesboro/Bulloch County	Mar. 22
Macon/Bibb County	Mar. 23
Cartersville/Bartow County	Mar. 28
Gainesville/Hall County	Mar. 29

General Liability

Tifton/Tift County	May 8
Macon/Bibb County	May 24
Cartersville/Bartow County	May 29

Safety Coordinator Modules I, II, & III

Tifton/ Tift County (I)	Feb. 21
Macon/Bibb County (I)	Mar. 07
Cartersville/Bartow County (I)	Mar. 14
Cornelia/Habersham County (I)	Mar. 16
Cornelia/Habersham County (II)	Mar. 27
Cartersville/Bartow County (II)	Mar. 28
Macon/Bibb County (II)	Mar. 29
Tifton/Tift County (II)	Apr. 03
Tifton/Tift County (III)	Apr. 10
Statesboro/Bulloch County (III)	Apr. 11
Macon/Bibb County (III)	Apr. 12
Cornelia/Habersham County (III)	Apr. 17
Cartersville/Bartow County (III)	Apr. 19

Personnel Liability

Tifton/Tift County	Feb. 8
Statesboro/Bulloch County	Feb. 23
Macon/Bibb County	Mar. 06
Cartersville/Bartow County	Mar. 13
Cornelia/Habersham County	Mar. 26

Safety Theme Article

The article expands on the poster message for the month. Make copies and hand them out to each meeting participant.

In This Issue:

Participant Sign-In Sheets: Use the sign-in sheet to document your safety training.

Suggested Agenda for the Monthly Safety Meeting:

- >>> Assemble the participants.
- >>> Hand out copies of the article and pass around the sign-in sheet.
- >>> Read the Safety Theme aloud.
- >>> Discuss aspects of the theme relevant to the department, with examples. Ask for ideas and encourage participation.





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RISK CONTROL
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January 2018

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Extension Cords are the flexible electrical power cables used to make a power tool or device reach farther.

Outdoor extension cords have jackets to protect against moisture, oils, other chemicals, or extreme temperature. Many different electrical equipment, machines, and tools are in use every day at the workplace and at home. These are very useful tools, but they can cause fire or electrical shock if not used properly.

Extension cords with two wires can be used to operate small appliances, and three wire types can be used for outdoor and electrical tools.

Three wire types should not be plugged into any ungrounded electrical outlets. Construction and maintenance extension cord requirements are specified by the National Electrical Code for hard usage.

The use of unapproved extension cords is a violation of OSHA and NFPA (National Fire Protection Association) codes. According to the OSHA requirement, only approved extension cords are allowed in the workplace as temporary wiring for 90 days.

Extension Cord Safety: (make sure the extension cord is appropriate for the task)

- All extension cords must have a ground prong.
- Make sure there are no trip hazards when using extension cords.
- GFI protected extension cords must be used in wet or damp locations.
- Do not use damaged extension cords.
- Buy approved cords.
- Use outside marked cords for outside works.
- Read manufacturer instructions.
- Consider length of cord you need (longer cords cannot handle current as well as shorter cords with the same gauge).
- Do not power multiple appliances with one cord.
- Do not use inside extension cords for outside.
- Unplug the cord if you are not using it.
- Store extension cords inside.
- Only use extension cords temporarily.
- Do not nail, staple, or run cords through walls and ceilings.
- Inspect extension cords before use.

Please Route this Newsletter to the Following People:

Administration

Law Enforcement

Fire/EMS

Public Works

Sanitation

Attorney

Recreation

Water/Sewer

Other





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Local Government
Risk Management Services
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Norcross, Georgia 30092

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This Month:

