

Inside the Issue

- 3M Product Recall Notice - 3
- Getting to Know Mike Hagenbarth - 4
- How Safe Start Has Impacted Me - 7
- Survey Results - 9
- Legal Corner - 11
- Winter is coming- Are you prepared? - 15
- Contractor Safety - 18
- Carbon Monoxide Poisoning - 21
- Human Behavior - 23
- PPSA Board of Directors – 29
- About PPSA - 30

A Letter From Our Chairman

Peter Masias
Corporate Director of Safety & Risk Management
Green Bay Packaging



What a Great Year -

It's already Fall and we've been very busy making this a productive year for PPSA with the goal of adding more value for our members. We are so thankful to each of you for your continued support.

We're heading West! PPSA will exhibit for the first time at the Western Pulp, Paper & Forest Products Safety and Health Conference. We'll be promoting the 2015 PPSA Annual Conference and talking to potential attendees and exhibitors. The Conference will be held **December 2-5** in Portland, Oregon. The sessions include training on workplace issues that affect pulp, paper, and forest product workers. If you are interested in attending, please visit www.regonline.com/pulp_paper14 and be sure stop by the PPSA Booth #23.

At PPSA, we are committed to safety and keeping our members educated and up to date on safety issues and topics. That means educating our members as much as possible. We invite you to attend one of our webinars. The webinar series has featured topics on Lean Safety and Building Safety Bridges. We welcome your ideas for new topics or speakers. Please feel free to email awestbrook@ppsa.org or call us 770-209-7300 with your suggestions.

We are so excited about the 2015 PPSA Annual Safety Conference, which will be held in Savannah, Georgia. Get ready to learn, connect and enjoy the "Hostess City of the South." The conference will take place June 7-10, 2015 and we are expecting to reach record attendance! We're excited to bring you a great line-up of speakers, subject matter experts and knowledgeable industry professionals. For all of our vendor members, please keep in mind space in the exhibit hall is extremely limited. We have already pre-sold booths, so be sure to reserve your space as soon as possible. Please contact Ashley Westbrook to reserve your space today. We look forward to seeing you all there.

Please remember to visit our website www.ppsa.org for the latest news and updates regarding the association. We offer various products and training that have special member pricing.

As always, PPSA is here to serve its members! If you ever have a suggestion or need anything from us, please do not hesitate to contact us.

Stay Safe!

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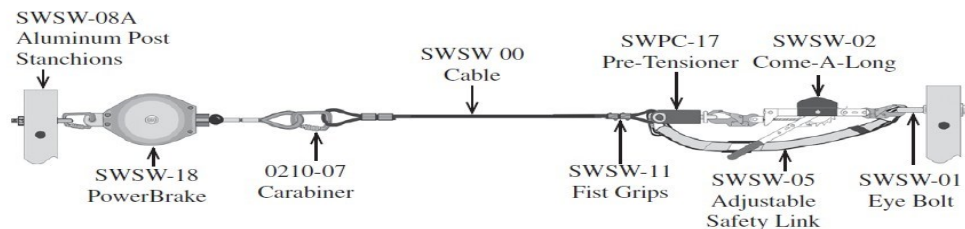
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URGENT: IMMEDIATE ATTENTION REQUIRED**STOP USE AND PRODUCT RECALL NOTICE****3M™ Model SWSW Series Mobile SkyWalk Horizontal Lifeline Systems and Components**

September 12, 2014



A recent analysis of 3M™ Model Number SWSW Series Mobile SkyWalk horizontal lifeline systems identified that these systems may not satisfactorily meet the minimum requirements of OSHA 29 CFR 1910.66, 1926.502 regulations and may not arrest a fall in the working clearances stated in 3M user manuals. This system was previously sold under the name Aeero Series Mobile SkyWalk system or SafeWaze Series Mobile SkyWalk system.



Model Number SWSW Series Mobile SkyWalk horizontal lifeline system

Please inspect the power break and look for part number SWSW-18 on the label:



3M has chosen to voluntarily recall the products impacted by this issue and requests that you immediately identify, stop use, and quarantine all Mobile SkyWalk horizontal lifeline systems.

3M remains committed to providing high quality products and services, and we sincerely apologize for any inconvenience. If you require assistance with product identification, please contact Ray Mann by calling 704-743-2406 or via e-mail at ray.mann@mmm.com. We expect to follow up with an additional communication early next week regarding return information.

Thank you for your continued support and use of 3M products and services.

Sincerely,

S. Mathers

Stephanie Mathers
 Global Business Leader, Fall Protection
 3M Personal Safety Division

Julie A. Tremblay

Julie Tremblay
 Division Quality and Regulatory Affairs Manager
 3M Personal Safety Division

Getting to Know Our Members

Interview with Mike Hagenbarth by John Deveau

I recently sat down with Mike Hagenbarth, Vice President of Safety and Health for RockTenn. Although I have the privilege of working with Mike at RockTenn, this is the first time I was able to speak with him about his professional values, perspective on safety and his personal life. I want to thank him for his time and allowing me to share our conversation.

How long have you been in your current position?

Approximately 19 years with RockTenn. Currently serve as Vice President – Safety & Health.

What is your greatest achievement in your safety career?

I'm particularly proud of RockTenn's Safety Starts with Me video series. The videos highlight stories told by RockTenn teammates FOR RockTenn teammates to emphasize the things we can all do to achieve an injury-free workplace. When we go onsite to film these videos, although I have a vision of the final product, I'm always blown away with the thoughts and great advice our team members have for each other. That's what it's all about – people helping people. Since we started this video series in 2012, our frequency of Workers' Compensation claims has decreased by 24 percent and the number of lost workdays is down 28 percent.

What are some of your favorite safety tips?

First, there is a phrase that I have lived by for years, which is Make it Better! I truly believe that every task we perform, whether work-related or off-the-job, can be done better than the last time. Everything we touch can in some small way be made better than it was before. This can be as broad as implementing a large project or as small as picking up a piece of trash that poses a slip/trip/fall hazard. Make it Better applies to everyone in every situation, but especially to our journey toward being injury-free. Just imagine what can be accomplished if everyone is truly empowered and engaged to improve the safety management system on a daily basis. "Good" is the enemy of "great"! Whatever situation you find yourself in, ask yourself, how can I Make it Better, and never be satisfied with the status quo!

Second, "fix the system." Workplace injuries and illnesses are the result of hazards. Hazards can result from inadequate or inappropriate management systems, facility conditions, and/or employee behavior. All are interrelated and all must be recognized, assessed and controlled. When something is found to be "unsafe", be sure you understand the true root causes (yes, plural because there are always more than one!) and implement corrective actions that will have the highest degree of success in preventing a repeat incident. Spend less time trying to blame someone for the problem and more time identifying the gaps in the safety system that let the problem exist in the first place. This means no incident investigation is complete unless it also includes management actions for fixing the system. For further reading on this subject, I suggest the Department of Energy's Human Performance Improvement Handbook, Volumes I and II.

Third, understand that the decisions you make have profound impacts on people's lives. Safety needs to be a core value in everything you/we do. What seems like the smallest decision at the time can have huge impacts. Understand that there are no tasks so urgent or so important that we cannot take the time to do it safely! Don't be a "fair weather safety leader" where there's time for safety unless things are not running smoothly or the process is upset. Your leadership skills will be judged more closely in times of crisis. Stay true to your safety values!

Continued on page 5

Continued from page 4

What drives your passion for safety?

My passion for safety comes from an uncompromising attitude toward the safety and health of others. Nobody wants to get hurt, be in pain, or worse, suffer the loss of a loved one. I have the ability to prevent these things from happening, just like everyone reading this. Safety is an awesome responsibility. It unites us and is something everyone can work together to achieve.

What is your best piece of safety advice?

Invest your time in getting everyone involved. The safety manager at your site cannot do it alone. The safety committee cannot do it alone. It takes everyone working together, continuously identifying ways people can get hurt and implementing effective controls. Provide a variety of ways people can contribute and allow them to choose something they are passionate about. It just makes sense that when everyone is fully engaged, including with their hearts and minds, performance will improve. Diversity = strength!

What is your favorite weekend activity?

I do quite a bit of traveling in my job so on the weekends my favorite activities involve working out at the gym and then relaxing with a good book.

What is your favorite movie?

Forrest Gump! I love how they wove actual historical events into the movie.

Mike Hagenbarth
Vice President— Safety & Health, RockTenn



Mike Hagenbarth joined RockTenn in January of 1996. Prior to joining RockTenn Mike was an Environmental / Safety Engineer at the Savannah River Site in Aiken, S.C., which produces plutonium and other nuclear products for government agencies such as the Department of Defense and NASA. He is a Certified Hazardous Materials Manager (CHMM), a Registered Environmental Manager (REM), a Certified Environmental Auditor (CEA), an Associate in Risk Management (ARM), an OSHA Special Government Employee (SGE), and a Six Sigma Black Belt. He has been married to his wife Laura for more than 22 years and has two children, Brittney and Brandon, ages 14 and 12. Mike is a black belt in two different martial art styles and has also studied Tai Chi. Other hobbies include swimming / physical fitness, hiking, fishing, boating and other outdoor activities.

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How SafeStart Has Impacted Me

Submitted by Krista Bartlett, SafeStart

SafeStart is an extremely efficient safety training program - it's used in over 2,500 companies in 50 countries. It was designed to improve personal safety skills on and off the job 24/7. It looks at the four most common human states – rushing, frustration, fatigue and complacency and how these states can cause or contribute to critical errors or can influence critical decisions. At SafeStart, we have a wonderful website that will explain this and more: <http://www.safestart.com/safestart-concepts>

I would like to discuss how SafeStart has affected me personally (in our training, we call this a “SafeStart Story”). Personal stories are a key element in SafeStart training – they help trainees understand and apply the concepts individually.

My story occurred on September 22, 2013. It was a beautiful autumn Sunday morning and my husband, Jeff, was tossing the football with our 14 year old daughter, Reese. I drove to the nearby high school turf field to pick up Reese, so Jeff could play in his weekly pick-up football game. Jeff has always been an athlete, and at age 43, he still “liked to play” as he always had. I watched my husband and daughter “goof around” on the field for a bit, waved goodbye to Jeff and Reese and I drove home.

When we arrived at home, I decided to have a relaxing bubble-bath. Suddenly, Reese came into the bathroom with the phone. It was one of the guys from the football field. He said Jeff had “fallen down on the field” quite suddenly. I asked if the injuries were internal or external. When he told me the injuries were “internal”, my heart fell into my stomach. I was told the paramedics were working on Jeff, and he was going to be rushed to the hospital in an ambulance. I said I would meet the ambulance at the hospital. I jumped out of the bath, threw on the first clothes I could find and prepared for the scariest drive of my life.

If it hadn't been for SafeStart, the program that has been my career for almost eight years, I don't know how I would have driven to the hospital. My state of mind was beyond distressed, yet I somehow had to get Reese and myself to the hospital safely. My SafeStart habits automatically kicked in. I self-triggered on my state of mind and realized it would be nearly impossible to keep my eyes and mind on task. But you need to be thinking about what you are doing and see what you are doing in order to operate a car!

I decided that the only way to “keep my head in the game” was to repeat “eyes on task, mind on task” over and over, like a mantra. If I hadn't done that, I don't know how I would have driven to the hospital without crashing the car. I realized that I could only process the task at hand and this would allow Reese and me to arrive safely.

My husband did technically die that day – he had a cardiac arrest. With the help of his quick-thinking friends, excellent medical workers and the miracle of modern science, he was brought back to life. Thanks to my background with SafeStart and the fact that its concepts have become second-nature to me, I was able to arrive at the hospital safely in a crucial life-situation.

It's a year later and besides a scar from the internal defibrillator insertion, Jeff is almost back to normal. Among the many life lessons I discovered during that distressing time, I learned that I can keep my cool during a life-and-death situation and figuratively speaking, SafeStart is my own “personal safety net”. That's my SafeStart story.

Krista Bartlett
Corporate Account Manager, SafeStart



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PPSA Member Survey Results

Executive Summary

A PPSA member company conducted a survey with the goal of determining the best practices of Log Truck Unbinding Racks. The survey included several questions about organizational size; preference of one or two-sided binding racks, rationale for selected binding racks, knowledge of incidents from one sided racks and added features to improve safety. We encourage these results to be used to inform and develop practices within the industry.

The survey indicated that overall, more than 70% of members surveyed belong to an organization with less than ten thousand employees. While none of the members were aware of any incidents that occurred due to only using one-sided unbinding racks, on average 60% of member organizations used two-sided unbinding racks. In general, the rationale for selecting the use of two-sided unbinding racks over one-sided is to primarily protect both sides, minimize waiting time, and give drivers access to both sides. Methods used to encourage employee safety included, lighting, hi-vis clothing, curbing so trucks have to remain centered, concrete barriers forcing the driver to unbind on the rack side, sloped arms to direct logs away from the trailer, and posted instructions.

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Legal Corner

Submitted by Eric Hobbs, Partner—Michael Best & Friedrich LLP

New OSHA Rule Requires Employers to Self-Report Severe Injuries which Will Be Made Public, while Proposed Rule Would Promote Whistleblower Claims and Investigations- In the name of “transparency”, OSHA recently has published a final rule and amended an already-proposed rule to impose additional reporting and employee communication obligations on employers to encourage the filing of whistleblower claims under the OSHAct.

On September 11, 2014, OSHA announced a revision to its injury reporting rules that will take effect January 1, 2015. (See <https://www.osha.gov/recordkeeping2014/NAICSRreporting.pdf>.) The revision adds a surprising new requirement that has caught employers and employer groups by surprise.

Previously, OSHA had required an employer to notify OSHA upon the death of an employee or hospitalization of three or more employees. That notice was required within eight hours of the event.

Three years ago OSHA announced a proposal to add a requirement to report the hospitalization of one employee (instead of three), an amputation or the loss of an eye. Under the proposed rule, those reports would be required within 24, rather than eight, hours of the event or the employer’s learning of the event. The new final rule announced last week includes those requirements.

However, the final rule adds a further requirement that was neither published nor anticipated. The rule requires that OSHA post any mandated report online, for the entire world to see. Of course, any such publication will have the effect of shaming the reporting employer, which is an approach the Agency has used extensively in recent years. (See Michael Best & Friedrich client alert of July 30, 2013, entitled “The Shame Game” <http://www.michaelbest.com/pubs/pubDetailMB.aspx?xpST=PubDetail&pub=3362>).

What has many employer groups, including the U.S. Chamber of Commerce, upset is that at no time prior to the final rule had OSHA given notice to the public that it intended to publish the required employer notices or an opportunity for the public to comment on that intention. Since OSHA will be making the reports of fatalities, hospitalizations, amputations, and eye losses public, it is likely the Agency will feel compelled to investigate as many reported incidents as possible. Every employer who makes a report under the new rule, therefore, should brace itself for an inspection by OSHA. The employer would be well-advised to contact legal counsel to assist in preparation of the notice to OSHA and preparation for an inspection.

Another element of the new rule, which impacts some specific industries, is a change by OSHA of the criteria for determining low risk industries exempt from OSHA recordkeeping (OSHA forms 300, 300A and 301). Industries that previously had not been required to keep these records, but that will have to start doing so January 1, 2015, include: automobile dealerships, bakeries, liquor stores, museums, family service organizations (such as child and youth services), and organizations providing services for the elderly and people with disabilities.

On August 14, 2014, OSHA also published what the Agency calls a “supplemental” Notice of Proposed Rulemaking (“NPRM”) to amend its proposed “Improved Tracking of Workplace Injuries and Illnesses” regulation. (See https://www.osha.gov/FedReg_osh.pdf/FED20140814.pdf.) That regulation is more often referred to as the “electronic injury and illness reporting” rule. In the NPRM, OSHA says that it “is considering adding provisions that will make it a violation for an employer to discourage employee reporting [of injuries]”. The amendment clearly was proposed in response to comments that were made by unions at the public hearings on the proposed rule in January. The unions claimed in those comments that employers are discouraging employees from reporting injuries and that the proposed rule would result in employer underreporting of occupational injuries and illnesses.

Continued on page 12

Continued from page 11

The amendment to the proposed rule would require employers to inform their employees how to report occupational injuries and illnesses. It also would prohibit employers from establishing “unreasonably burdensome requirements” for such reporting. Given OSHA’s antagonism toward safety incentive programs, as set forth in the March 12, 2012, memorandum from then-Deputy Assistant Secretary Richard Fairfax (see <https://www.osha.gov/as/opa/whistleblowermemo.html>), it is widely believed that the proposed amendment would be used as another avenue to inspect and cite employers for having such programs. And it seems clear from the proposal that OSHA intends to use the amended rule as a means of going after employers for retaliation under Section 11(c) of the OSHAct, which traditionally requires a complaint by an employee filed for investigation. The proposal would allow such action even absent a complaint.

The new, supplemental NPRM invites comments by employers, which must be filed no later than October 14, 2014. The notice lays out 18 questions for employers to answer – though many seem unanswerable.

Employers should watch carefully as OSHA’s proposed Improved Tracking of Workplace Injuries and Illnesses rule, now as amended, winds its way through the rulemaking process. They also should take care to record and, come January 1, report occupational injuries and illnesses consistent with OSHA’s existing rules, and they should review their safety incentive policies to be sure either that the programs are not objectionable to OSHA under its March 2012 interpretation memorandum or that the risk of applying safety incentive programs that run afoul of that interpretation is being assumed deliberately and with an understanding of the potential consequences. As noted above, employers also should brace and prepare themselves for inspection in the event they report a fatality, hospitalization, amputation, or loss of an eye.

For more information, please contact Eric E. Hobbs (414.225.4991 or eehobbs@michaelbest.com)



These four states...

- ☐ **Rushing**
- ☐ **Frustration**
- ☐ **Fatigue**
- ☐ **Complacency**

can cause or contribute to these critical errors...

- ☐ **Eyes not on Task**
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News Flash: Winter is Coming-- Are You Prepared?

As you know, winter brings another reason for us to try and identify the special hazards that come with the season. I have heard it all -- From those of us in the North: "It is part of our life, we know how to handle the cold" to those that live below the Mason-Dixon line: "This is why we live down here; we don't have to worry about the cold and snow". However, each year I hear stories about not being prepared for what winter brings us. I'm sure we can all relate to surprise ice storms in the South and blinding blizzards in the North.

I know many of us take extra precautions winterizing our homes, cars and boats. Many of our companies also focus on seasonal hazards, but unfortunately, it's reality, and injuries increase no matter where we live.

It is now time to break out and develop your Winter Action Plans to prepare your facilities and minimize the injuries to your employees, vendors, contractors and visitors. Hopefully your plans will assist in preventing injuries and damages often experienced in these cold winter months. The main reasons injuries increase in winter are slips, trips and falls.

Here are few items you might want to consider adding into you Action Plans:

- Develop a daily safety checklist, checking your most hazardous areas
- Keep sidewalks and parking lots free of ice and snow accumulations.
- Be prepared for ice with salt, ice melt
- Do you have enough shovels and spreaders?
- Are the snow blowers operational and ready for use?
- Exterior lighting is operating, especially those illuminating walking surfaces.
- Water puddling / drainage across key walking areas has been eliminated.
- Control wet walking surfaces inside and out with appropriate mats and warning signs.
- Emergency eye wash/showers exposures have been winterized.
- All contracts with snow removal contractors are up to date.

Don't forget to look up. We all know about the injuries and liability risks that come with icy/snow covered walkways, but many of us overlook the dangers that could be forming on our roofs. Falling icicles can and have proven to be extremely dangerous. So, remember to look at your overhangs and roof edges to protect the people on your property. Also, ice dams can be devastating to your building's infrastructure.

Prevent property damage: Do you know the weight limit of your roofs?

- Inspect the roof and make necessary repairs. Seal around vents and other protrusions to prevent roof leaks.
- Ensure all Fire Protection Systems, hydrants, valves and standpipe connections are accessible and marked.
- Inspect all gutters and downspouts, remove any obstructions, and make sure they are properly secured. Clear debris so that water drains away from your property.
- Drain exterior water lines and/or winterize to prevent pipes from freezing.
- Inspect trees near structures and walk areas and remove unsafe branches.

Hopefully, this article has inspired you to review your Winter Action Plans and has given you at least one valuable piece of advice. Also, don't forget your insurance carrier is a good source for additional information.

Wishing you and your employees a Safe and Uneventful winter!

John Deveau, Communications Committee Chair



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BRINGING THE INDUSTRY HOME SAFE

Contractor Safety – How Does Your Program Stack Up?

Use the information below to check for opportunity areas in your contractor safety program.

There is an effective process in place for evaluating the safety performance of contractors as part of the selection process.

The process for contractor selection should include, prior to awarding the contract, a review of the contractor's past performance in safety and their ability to complete the contracted work. The review could include injury/illness performance, experience modification rating (EMR), and recordable injury rate (RIR).

Contractors are required to have a documented health and safety program.

The contractor's safety and health program should be in writing and include a statement of safety policy, assigned responsibilities, and insurance coverage. It should also include the required personal protective equipment, consequences for non-compliance with site safety expectations and hazard controls appropriate to the exposures of the work. Hazard controls could include respiratory protection, lock-out/tag-out procedures, confined space entry procedures, fall protection plan, emergency procedures, etc. Fill in the blank type written programs published by a safety agency, industry association or insurance company are acceptable if they are properly customized.

Contractors have a documented substance abuse program.

Program should meet company guidelines/requirements.

Contractors complete and submit hazard prevention and control plans prior to starting work.

The plans should be appropriate for the contracted work and should include on-going identification and control of hazards. The plans should be reviewed by a site representative. Safe work plans, job safety analyses (JSAs), and job hazard analyses (JHAs) are examples of types of plans.

Company and site safety expectations are clearly and effectively communicated to all contractors.

Communication to contractor owners and managers should include the company's expectations for adherence to applicable safety regulations, codes, site rules and safety standards, and the consequences for non-compliance with those expectations.

The contractor's conformance to safety and health expectations while operating on the site is regularly inspected.

The project or contract manager (or other individual) should audit/inspect the contractor's adherence to safety policies, general work safety rules and procedures, site-specific safety critical, high-risk rules and good housekeeping practices.

All contractor employees receive a safety orientation.

Contractors should receive an orientation covering basic site safety expectations and the consequences for non-compliance with those expectations, hazards in their work areas, what to do in emergencies, and the required PPE for high potential exposures.

Continued on page 19

Continued from page 18

The site deals appropriately with contractors who do not abide by the site's safety rules and safe practices.

Work should be stopped and contractors required to correct non-compliance situations (for example, termination of individual contractor employees, or site suspends or terminates contractor company).

The site monitors the injury/illness performance of contractors.

Recordable injuries that occur to contractor employees should be reported to the site. High severity incidents occurring on the site should be investigated.

A health and safety assessment of contractors is conducted when the job or project has been completed.

The project or contractor manager (or other individual) should conduct a performance evaluation of the contractor, which includes safety performance, at the completion of the job or project. For on-going contracts a performance evaluation should be completed at least annually.

The site has a formal training process for those responsible for managing contractors.

There should be formal training by an experienced contract manager or other qualified person which emphasizes all aspects of contractor safety. The training should include the contractor selection process, and performance expectations and measurement.

Sue Cooper

Health & Safety Technical Services, Weyerhaeuser



Sue has been with Weyerhaeuser for 24 years, working in safety at two pulp and paper mills before joining the corporate safety and health group 20 years ago as the company ergonomist. She led the effort to implement a company-wide ergonomics strategy and continues to oversee the company's ergonomics activities. Sue has responsibility for company-wide safety processes including Weyerhaeuser's safety audit process and incident database. She has a BS in Ergonomics from Loughborough University of Technology in England and an MS in Safety from the University of Wisconsin – Stout.

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Carbon Monoxide Poisoning

It is rapidly coming that time of year with the cooler weather setting in now. Many of us are getting ready to light the furnace, the wood burning stove or fireplace to heat our home.

Many appliances fueled by gas or wood produce carbon monoxide.

Carbon monoxide (CO) is a colorless, odorless, tasteless, highly poisonous gas, and is hard to detect without a monitoring device.

Normally, a small amount of CO produced by these appliances does not affect the body and is not a cause for concern. However, if the body is exposed to high levels of CO for extended periods, then it can cause carbon monoxide poisoning.

Some of the symptoms of CO poisoning are: Headache, weakness, confusion, nausea, shortness of breath, blurred vision, and loss of consciousness.

If you suspect that you or a family member has been exposed to CO, get into fresh air immediately and seek medical care.

It is a good idea to have your appliances serviced regularly to keep them in good working condition. Do not use a charcoal grill indoors or leave your car or other combustible engines running in a closed garage. This is to avoid CO from increasing to a dangerous level.

Purchase and maintain a CO monitor for your home to help keep you and your family safe from Carbon Monoxide poisoning.

Steve Gearheart
Safety Director, Hartford City Paper



Steve has been in the paper industry for 22 years, 12 years as production supervisor 8 years as the mill safety director at the Hartford City Paper mill (formerly Visy Paper.)

Steve attended Miles Community College in Miles City, Montana. His responsibility includes various types of training and incident analysis for HCP and is a member of the North Central Indiana Safety Counsel.

Steve resides in Hartford City, Indiana and enjoys golfing and fishing. He has 4 children and 8 grandchildren.



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HUMAN BEHAVIOR - REDUCING UNSAFE ACTS

In today's work environment, employees are protected by a variety of safety laws, rules, regulations and of course, concerned employers. Safety is just good business and it requires a team effort and responsibility by all employees.

Safety Engineers have always relied upon three essentials, called the three E's. Education, Engineering and Enforcement. Education means training, explaining the proper procedures of job responsibilities, safety rules and of course, constant awareness for working and acting safely.

Accident prevention through education and training. Engineering is finding safety hazards and correcting them before they contribute to an accident. Engineering also includes proper selection of equipment and facilities. Engineering focuses primarily on physical hazards in the workplace, but can also include job safety analysis, ergonomics and other safety engineering functions.

The third E is enforcement of safety rules. It doesn't do any good to have rules if they aren't enforced. This program addresses the enforcement of safety rules, so let's begin with some information relating to the causes of most injuries in the workplace.

Accident statistics from all industries have been compiled over the years by insurance companies and governmental agencies. The results of analyzing hundreds of thousands of accidents reveal 85 to 98 percent of all accidents result from the unsafe acts of employees. There may be more than one cause of an accident, but most accidents are caused, in whole or in part, by the unsafe acts of employees.

Does this mean employees intentionally hurt themselves, or they don't care, or that they're irresponsible? NO!

Quite often, it's the hard working, dedicated, loyal employee who gets busy and tries to take a short cut, or simply isn't thinking about safety and contributes to the accident cause. Let's explain how this can occur. Remember, we're talking about great employees, people wanting to do a good job and certainly people who want to be accident free.

WHAT IS AN UNSAFE ACT?

An unsafe act is any personal characteristic or condition that may cause or influence an employee to act unsafely. These conditions may be mental, emotional or physical. Some of the types of unsafe acts could be: unaware of the job hazard, inattention to job hazards, low level of job skill or inadequately trained for a specific job. It could be the employee tried to avoid extra effort or tried to gain or save time by taking a shortcut.

A slip and fall is the result of an unsafe act because the employee could have prevented the slip and fall if he or she had been paying attention to the walking surface. Attention to the walking surface can prevent slips and falls even if the floor is uneven, slippery, wet or has a physical hazard, such as a hole or torn carpet.

Certainly the unsafe condition of the floor should be corrected, but that's not a reason to slip and fall. Inattention to the walking surface contributed to the accident.

A laceration or cut is the result of not paying attention to the job, or neglecting to take the precautions necessary to prevent the injury. Every time you begin to use a knife or box cutter, say to yourself, this is a finger cutter. This one little mental reminder is enough to alert you that special precautions must be taken to prevent an injury in the event the knife or box cutter slips from its intended cutting path.

Continued on page 24

Continued from page 23

A back injury is also the result of an unsafe act. If you lift properly, it's difficult to injure your back. Even in difficult lifting conditions, it's up to you to use your good judgment on the safest method of lifting, to protect your discs and to prevent ligament damage or strains. We could go on, but this gives you a better understanding and awareness of what an unsafe act is and how it's your responsibility to prevent unsafe behavior.

That old safety slogan "Think Safety" means just that. Think about what you're doing, how you're going to do it and then use your judgment to perform the job without accident or injury. You're the only person who has control over unsafe acts.

One more example. Let's say you fall off a ladder. The unsafe act contributing to the fall was perhaps your inattention to the footing, or perhaps you exceeded the limitations of the ladder. You contributed to the accident.

What if the ladder was defective? Still an unsafe act? Certainly. It's your responsibility to inspect equipment before you use it, therefore if you had inspected the ladder before using it, you would have found the defect and wouldn't have used the ladder until it was repaired or replaced.

Let's move on to the enforcement of safety rules and what happens when you experience an accident or injury as a result of an unsafe act. Enforcement of safety rules has always been management's responsibility. Management is required to investigate accidents and take corrective action to prevent similar accidents. It's a little more complicated than that. Management is legally required to enforce safety rules. For a safety program to be judged effective, there are several elements or tests the program must pass.

1. Does the company have written safety rules and procedures?
2. Are employees advised of these rules through education and training?
3. Is the training documented? Documentation includes what information was taught, when it was taught and who provided the instruction.
4. Are safety hazards identified and corrected? This is why routine safety inspections are necessary and action is taken to correct identified deficiencies.
5. Are safety rules enforced? If yes, management must prove this with documentation. That's what we want to talk about now.

How do you document that rules are enforced? When an employee causes an accident or injury through an unsafe act, the employee must be told what he or she did wrong and management must explain how to correct the unsafe behavior. We call it a Safety Counseling.

It's not disciplinary action, the employee isn't being called on the carpet to face a chewing out. It's a requirement for management to explain what type of behavior or unsafe act caused the accident. An employee can't be expected to correct something without knowing what it is that needs correcting. After explaining the unsafe act, management is obligated to explain how to correct the deficiency.

If it's a back injury, perhaps additional training in the safe lifting technique is needed. If it's a slip and fall, a reminder to watch where the person is walking is all that's necessary. The employee should be given a time period in which to correct the deficiency. In most cases, it will be right away.

If safety rules are not enforced, which is documented by this Safety Counseling, then the company's safety program is not legally effective. Safety counseling serves several purposes, but the two most important purposes are:

Continued on page 25

Continued from page 24

The company is ensuring all safety rules are enforced, which is for the benefit of all employees in the workplace. Everyone benefits from a safe and healthful workplace. More importantly, the person experiencing the accident or injury is provided information and training to help prevent a similar incident in the future. Everyone wins.

A minute ago we stated safety counseling was not disciplinary action. That's very true. However, if an employee continues to demonstrate unsafe behavior contributing to additional accidents or injuries, disciplinary action may be taken on that particular employee. The objective of any safety program is to prevent accidents and injuries. If a person cannot or will not perform his or her job safely, then that person should not continue to jeopardize other employees or that person by continuing in the work environment. This rarely occurs, but it does happen.

Safety is serious business and all employees must accept the responsibility for working and acting safely.

That brings us to the question of the accident prone employee. There really aren't accident prone employees, there are employees who have more injuries than others. This relates more to their attitude, experience, training, awareness and safety behavior. Perhaps they haven't been counseled so as to effect a change in their safety behavior. Don't blame accidents on accident proneness. Training, education, supervision and counseling are the most effective methods of changing "accident proneness" to good safety behavior.

One last thing and we're finished. If you're really conscientious and take the time to perform your job in a safe and healthful manner, that's what's going to happen. If you watch where you walk, you won't slip and fall. If you see a safety hazard, correct it or report it so it can be corrected.

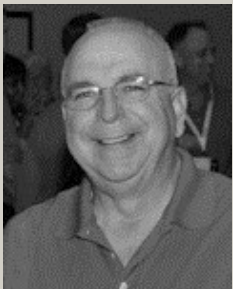
Safety is really nothing more than preventing accidents by your personal behavior.

It's not complicated and it certainly doesn't take time to think safety. It's a personal responsibility you have working. It's a personal responsibility when driving your car or at home or even during recreation.

Think of the possible injuries to avoid so accidents and cuts, lacerations, back injuries, can be eliminated easily, quickly and then use your good judgment.

Slips and falls, muscle strains---these can be eliminated easily, quickly and certainly without any extra effort. You're worth it, so attack those unsafe acts and it will make your job easier and much safer.

Ed Corlew - Mohawk Fine Papers, Inc.



Ed is currently the Corporate Manager of Safety, Health and Security for Mohawk Fine Papers, Inc. and has over 40 years of experience working in Safety, Risk Management and Worker's Compensation. He also has experience in the emergency response field as an Emergency Medical Technician, Fire Fighter, Fire Chief, and a certified NYS Fire Science Instructor. Ed is an alumnus of the Univ. Of Michigan and is a member the NFAP, ASSE, NSC, IFSRA and PPSA. Ed has served on the PPSA Board of Directors since 1976 and is a past General Chairman.

► CASE STUDY

DOMTAR INITIATES
INDIVIDUALIZED SAFETY
ORIENTATION

Terry Hughes, the Safety Manager at the Domtar Ashdown mill, brings almost two decades of experience to his current position from the fire and safety services, where he was a fire fighter, trainer, investigator, and hazmat course instructor. It was his course instruction work that brought him into the Ashdown plant, initially. He has held the Safety Manager position for the last three years.

According to Terry, the safety issues in a mill environment is not much different from the public fire and safety industry - it is a very similar 24/7 situation, with no ability to relax your vigilance.

THE CHALLENGE

The Domtar Ashdown Mill, located in the southwest corner of Arkansas near the Texas border, is the largest Domtar mill facility. With nearly 1,000 employees and an annual production capacity of close to three-quarters of a million tons of paper, it is often said that "if it can work at Ashdown, it can work elsewhere."

Domtar is committed to working safely while producing quality tons. The ongoing emphasis on safety penetrates throughout the organization. Everyone embraces safety as a top priority. In fact, at Ashdown, contractors are seen as part of the team and ensuring they are safe is a primary focus at all times.

With the heightened focus on safety, the old

training methods were not achieving the necessary success levels. Previously, one contract team leader would complete the safety orientation using a proprietary online video and was then tasked with disseminating that information out to the rest of the contractor team. Using this approach, there was no way to ensure critical safety information was reaching the contractors that would be onsite and they could not accurately determine if the contractors were retaining this information. Audits by Terry and his team were finding that this method of orientation was insufficient or was not being communicated to the entire team.

THE SOLUTION

In early 2013, Terry was made aware of the new TAPPISAFE Safety Orientation Program at a corporate meeting. After exploring the TAPPISAFE model, he felt that it would help elevate their safety orientation procedures. Instead of one contractor team member taking

the orientation and passing on information to the other team members, TAPPISAFE has allowed ALL contractor team members to take the TAPPISAFE Basic and Site Specific Orientation modules online and receive individual certification.

THE RESULTS

Since implementing the program in March 2013, the Domtar Ashdown Safety Orientation now provides orientation to each individual contractor team member. And when scheduled maintenance outages bring 300-700 contractors in the mill, Terry is now much more comfortable that the Safety Orientation has sufficiently prepared all of them.

In addition to this enhanced level of safety orientation, the Domtar Ashdown will be expanding the program to include a GateCheck Application which will read each contractor's TAPPISAFE badge and record information.

DEVELOPED FOR AND BY THE INDUSTRY

To learn more about TAPPISAFE visit www.tappisafe.org or contact us at (770) 209-7213



Anytime you introduce and adopt new methods within the mill system, it is critical to educate and ensure support from the entire leadership team before you begin the process. This approach guaranteed a smooth and seamless transition as we implemented TAPPISAFE throughout our mill.

TERRY HUGHES
DOMTAR ASHDOWN SAFETY MANAGER

15 months

297 contractor/supplier companies have trained

2,600 student participants

Domtar Ashdown developed the Ashdown PSM which became available in March 2014 for the workforce.

► MILL STATS

History: Original mill opened in 1968. Second paper machine added in 1975. Third paper machine and new pulp line added in 1979. Fourth paper machine and new pulp line added in 1991. Became part of Domtar Inc. in 2001.

Mill Performance: Annual paper production capacity of 680,000 tons. Annual pulp production capacity of 700,000 tons. The mill has 3 pulp lines and 3 paper machines.

Products: Uncoated freesheet papers: Offset, copy paper, laser form bond and check paper. Cellulose fibers: Bleached hardwood and softwood kraft market pulp.



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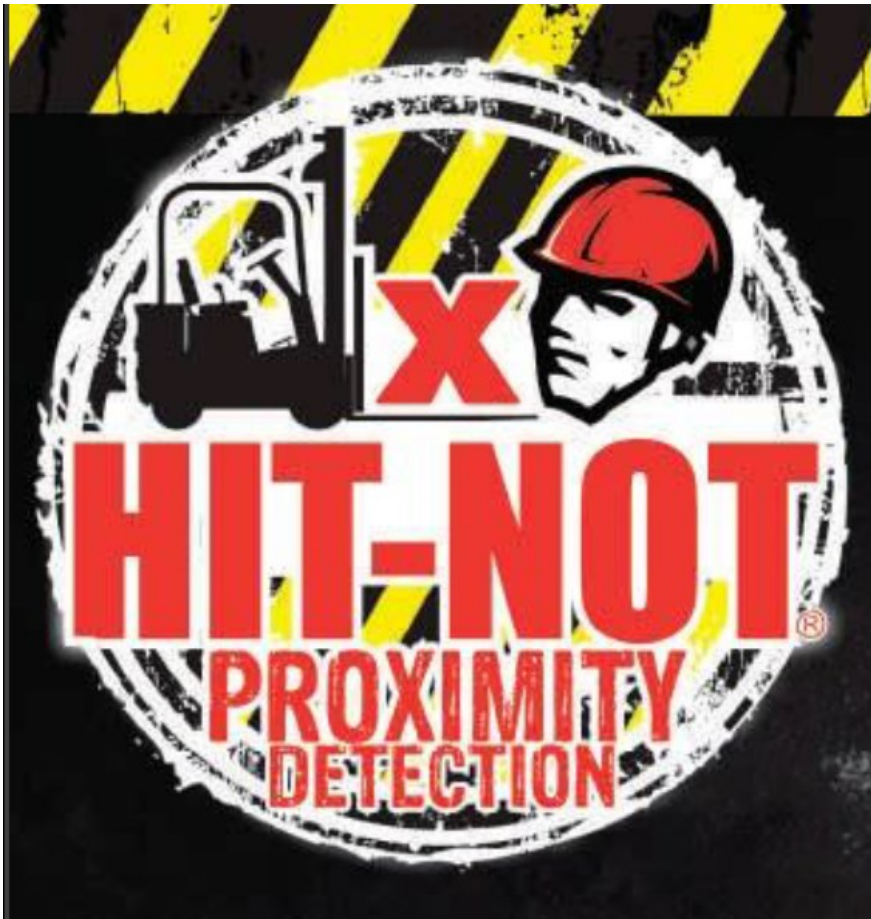


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PPSA is a non-profit, non-political, international organization, devoted to safety throughout the paper industry. From forest products to paper mills, to converting plants, to recycle collections centers, our membership is grouped by category to ensure a fair and appropriate basis for comparison.

The association began in the 1940's as the Southern Pulp and Paper Safety Association, later changing the name to reflect our widening membership base. We currently have members throughout the United States, Canada and other countries. We work to promote safety, to set reasonable and attainable goals, to educate our members, and to give the members a forum for discussion.

Membership in the Association is by operating facility, such as a paper mill, box plant, sawmill, woodlands, etc. Approximately 380 operating facilities are currently members. Annual Membership is based on employee numbers. We also welcome supplier members as well.

Membership in the Association has many advantages:

- Participation in the Annual Health and Safety Conference and service as a member of the Board of Directors provides an opportunity for personal and professional growth.
- Participation in our webinars and training seminars.
- The Pulp and Paper Safety Association is the ONLY national organization exclusively concerned with accident prevention in the forest product industry.
- The annual Conference provides a great face-to-face networking opportunity.
- The Quarterly Report provides a way of bench-marking your own performance with others in similar operations.
- The Awards program provides a prestigious form of recognition to outstanding short-term and long-term safety performance by operating categories.
- The Association is an excellent forum for keeping up with latest OSHA standards. In-depth information on specific subjects is increasingly available at regional seminars. The cost of these seminars is minimized by virtue of holding them on a regional basis.
- The annual conference provides a fine external motivational boost to hourly Safety Committee members as recognition for their active participation in your safety program.
- The cost of membership is the lowest of any association to our knowledge.
- The attendance of vendors at our annual conference allows safety people to keep up with the latest safety equipment, tools and training.

Visit our website at www.ppsa.org for more information.

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