

Safety Newsletter

North Dakota State University

March 2017

Ergonomics

Merriam Webster defines ergonomics as an applied science concerned with designing and arranging things people use so that the people and things interact most efficiently and safely. For many ergonomics is a term first heard when dealing with pain associated with our work habits. However when used preemptively, it may prevent the onset of an injury or pain from occurring in the first place. By altering our work methods, work stations or tools we use, achievement in reducing or removing physical strain or excessive stress can result in fewer aches and pains.

The Bureau of Labor Statistics reported that musculoskeletal disorders cases accounted for 33% of all worker injury and illness cases in 2013. In order to reduce or prevent becoming a part of this statistic, it's paramount to analyze your work area for any ergonomic problems. Pay particular attention to any warning signs like pain or soreness, symptoms of tingling and decrease in muscle strength. If symptoms do appear, an evaluation of the job duties and ways of limiting repetitive motion is needed. Report any symptoms to your supervisor and complete an incident report. Schedule an evaluation through the Safety Office and if the symptoms persist or reoccur, follow up with medical attention is warranted.

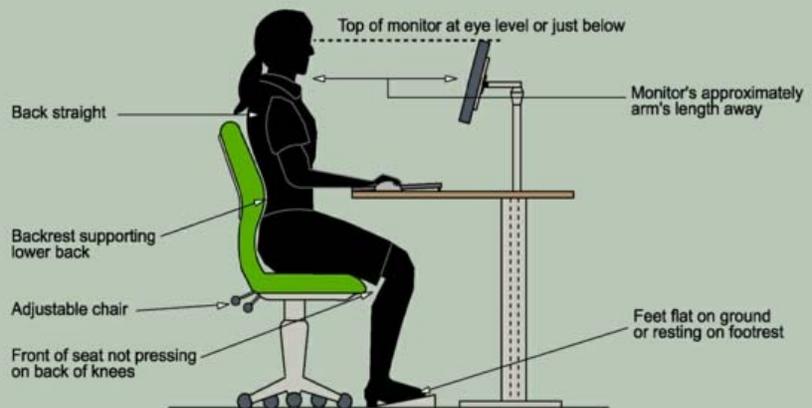
Points to Remember

- Adjust your work area to fit you. A comfortable work environment benefits both you and your employer
- Request an [assessment from the Safety Office](#).
- Stretch every 20 to 40 minutes to relieve physical tension and body aches. Stretching can increase your productivity.
- Change your work pattern so you are not doing the same motion over and over.
- If you can, lean or sit rather than stand for long periods of time.
- Work with your wrists straight – neutral posture.
- Avoid twisting and bending at the same time.
- Lift by using your legs and buttocks. Bend your knees and keep your head, back and hips in a straight line. Never bend over to pick anything up -bend at your knees first.
- Request assistance when necessary and use a mechanical assist when possible.

More information about NDSU's Ergonomics program can be found at the following link:

<https://www.ndsu.edu/fileadmin/policesafety/sop/Ergonomics.pdf>

Workspace Set Up Guide



National Poison Prevention Week

National Poison Prevention week this year is March 19-25. Poisonings can happen to anyone, anywhere and at any time of life. In 1961, Congress established *National Poison Prevention Week* to raise awareness, reduce unintentional poisonings, and promote poison prevention. It's sponsored by the *National Poison Prevention Week Council*.

According to the Health Resources and Services Administration a poison is anything that can harm someone if it is 1) used in the wrong way, 2) used by the wrong person, or 3) used in the wrong amount. Poisons may harm you when they get in your eyes or on your skin. Other poisons may harm you if you breathe them in or swallow them.

Poison comes in four forms: solids (such as medicine pills or tablets), liquids (such as household cleaners including bleach), sprays (such as spray cleaners) and gases (such as carbon monoxide).

Examples of poisons include:

- Alcohol
- Carbon Monoxide (CO) gas
- Medicines, such as prescriptions (pain killers, iron pills), over-the-counter (cough and cold medicines), and illegal drugs (cocaine, heroin)
- Food supplements, such as vitamins minerals, and herbal products
- Household and automotive chemicals or products, including bleach, laundry or dish detergent, furniture polish, cleanser, drain and toilet bowl cleaner, anti-freeze, gasoline, paint, varnish, bug and weed killers.

- Plants, including many house plants, outdoor plants and mushrooms
- Bites and stings from insects and snakes
- Hazardous chemicals at work and in the environment

Making your home safe is critical to avoiding poisoning because more than 90 percent of poisonings occur in the home. A few tips to help prevent poisonings include:

- Never mix household or chemical products together. Doing so can create a dangerous gas.
- Never share prescription medicines. If you are taking more than one drug at a time, check with your health care provider, pharmacist, or

call the toll-free Poison Help line (1-800-222-1222), which connects you to your local poison center, to find out more about possible drug interactions.

- Keep all chemicals, household cleaners, medicines, and potentially poisonous substances in locked cabinets or out of the reach of children.

In the event of an emergency, call the toll-free Poison Help line right away at 1-800-222-1222, which connects you to your local poison center. If the person is not breathing, call 911.

More information and prevention help can be found at:

<https://www.poisonhelp.hrsa.gov/index.html>



Cleanup week scheduled for May 1-5, 2017

A good spring cleaning allows us to take an overall inventory and to determine what we want get rid of or keep. While doing so, it is important to remember that each community has its own set of rules to follow. Following these guidelines will ensure all your unwanted items are taken and make it easier for those removing them. Common rules include:

- Separate items of the same type into distinct piles (tires, appliances, furniture, brush, household garbage, etc.). Separate trucks collect

the items.

- Place garbage in disposable containers, except for oversized items.
- Items will be collected on your normal garbage pickup day. Do not set items out more than one day early.
- Crews will not return to pick up garbage set out too late.
- Remove refrigerator and freezer doors. Do not place food or any other waste inside appliances.

- Items must be from residences; no commercial waste will be accepted. Keep household garbage at least four feet away from other Cleanup Week items.

More information on additional community specific rules can found at the following link:

<http://www.cleanupweek.com/>

Flood Forecast

The National Weather Service Forecast is currently predicting a low chance of major spring flooding in the FM area. It is important to stay aware of conditions as contributing factors to flooding continue to change.

The following websites are a good source of information to keep you up to date and safe through the spring.

Fargo: <http://www.cityoffargo.com/CityInfo/Departments/Engineering/FloodInformation/>

Moorhead: <http://www.ci.moorhead.mn.us/departments/engineering/floodplain-information>

West Fargo: <http://www.westfargond.gov/Home/Departments/PublicWorks/FloodInformation.aspx>

National Weather Service Forecast Office Link: <http://www.crh.noaa.gov/outlooks/fgf>



Driving through Seasonal Transitions



As we begin the transition from winter to spring, it is still important to adhere to winter driving precautions. Precipitation in the form of snow is still likely. Snow that begins to melt during the day can quickly refreeze during the nightly drop in temperatures. Late winter storms

can still occur well into April and are able to abruptly change the road conditions in the process. OSHA has prepared many helpful suggestions at the following link:

https://www.osha.gov/dts/weather/winter_weather/hazards_precautions.html

North Dakota State University

UNIVERSITY POLICE & SAFETY OFFICE
Dept. 3300

Phone - Safety Office: 701-231-7759

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Sunday March 12, 2017

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