

## SBA 198: SAFETY RULES

**T**he primary objective of the safety program is to prevent job-related injuries and illness.

It is the company/employer's legal and moral responsibility to provide a safe and healthful place to work. Risk can be reduced to a minimum only with the cooperation of managers, supervisors and workers.

The employer must provide safeguards for known safety hazards and must control known health hazards where feasible. The employer must provide all required personal protective equipment.

The employer's safety rules may not cover all

situations that are hazardous. Instructions on specific health and safety hazards may be developed from time to time and are to be considered an extension of the employer's safety rules. An employee's failure to comply with the safety rules may result in disciplinary action or termination.

If you have questions about the Occupational Safety and Health Act, you may contact the nearest CAL/OSHA office. Required safety and health records are kept on file. Copies of current written safety rules, instructions and procedures, information concerning hazardous materials, Material Safety Data Sheets, medical records, exposure monitoring reports and copies of pertinent state and federal regulations must be kept by the employer. This non-confidential information is available upon request according to disclosure and information access regulations.

### Employee Training in Safety and Health

Occupational safety & health training shall instruct employees in general safe and healthy work practices and provide instructions with respect to hazards specific to each employee's job assignment. Training shall be provided to:

- 1) All employees at the commencement of the program;
- 2) All new employees;

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## SUPERINTENDENT/PRO TOURNAMENT WINNERS

### 4-MAN TEAM

1st	Almaden Golf & CC Mike Phillips - Super Joe Dudley - Guest	Scott Hoyt - Pro Alan Hiura - Guest	204
2nd	Windsor Golf Club Rick Hansen - Super Rich Coombs - Guest	Bob Watson - Pro Pablo Rosales - Guest	204
3rd	Palo Alto Hills CC Mike Garvale - Super Ton Kozy - Guest	Chris Lynch - Pro Lyn Nelson - Guest	205
4th	Santa Rosa Golf & CC Ed Stocke - Super Joe Canizzaro - Guest	Jeff Ogden - Pro Al Meillon - Guest	205

### 2-MAN TEAM

1st	Lone Tree Golf Course Wayne Lindelof, Super/Pat Cain, Pro	62
2nd	Brookside Country Club Jim Ferrin, Super/Jay McDaniels, Pro	63
3rd	Windsor Golf Club Rick Hansen, Super/Bob Watson, Pro	64
4th	Palo Alto Hills CC Mike Garvale, Super/Chris Lynch, Pro	64

### SUPERINTENDENT LOW GROSS

1st	Tim Thilo Peachtree Golf & CC Ayrshire Friendship Trophy Winner	75
2nd	Bob Cox Canyon Lakes CC	78
3rd	Mike Garvale Palo Alto Hills CC	78
4th	Mike Phillips Almaden Golf & CC	79

### SUPERINTENDENT LOW NET

1st	Jim Ferrin Brookside Country Club	68
2nd	Bill Davis Peninsula Golf & CC	70
3rd	Lou Tonelli Lake Merced Golf & CC	71
4th	Rick Hansen Windsor Golf Club	72
5th	Mike Basile Santa Clara Golf/Tennis	72

### PROFESIONAL

1st	Bob Lunn Woodbridge Golf & CC	69
2nd	Mike Mattingly Peachtree Golf & CC	72
3rd	Jeff Ogden Santa Rosa Golf & CC	73
4th	Jay McDaniels Brookside CC	74
5th	Scott Hoyt Almaden Golf & CC	75
6th	Pat Cain Lone Tree Golf Course	75

### GUEST LOW NET

1st	Ed Pupp	64
2nd	Joe Dudley	67
3rd	Rich Coombs	68
4th	Dom Scolaro	68

## EMPLOYMENT OPPORTUNITY

Dry Creek Ranch Golf Course is seeking an Assistant Golf Course Superintendent.

Applicants should have previous golf course experience, a Q.A.C. and irrigation experience. This position is open now. Salary is commensurate with experience.

Send resume to: Dan Giammona, Dry Creek Ranch GC, 809 Crystal Way, Galt, CA 95632.

Dry Creek is a privately-owned, daily-fee, 18-hole golf course located in Galt, California.



## STATE ELECTION

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New officers were elected for 1993-94. They are:

### PRESIDENT

**Bob Tillema** (Central)

### VICE PRESIDENT

**Dave Flaxbeard** (Southern)

### SECRETARY

**Dale Hahn** (San Diego)

### TREASURER

**Randy Gai** (Northern)

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- 3) All employees given new job assignments;
- 4) Supervisors in order to know the hazards to which employees under their immediate direction may be exposed.

**Key words in training:**  
Preparation, Presentation,

## Participation and Follow-up

The CAL/OSHA requirement for employee training is found in: Title 8, Section 3203(a) (1) Employers shall implement training programs designed to instruct employees in general safe work practices and specific instructions with respect to hazards unique to the employee's job assignment.

In addition to this law, there are specific requirements for training under Work Exposure Section in Title 8, such as; Carcinogenic Materials #5209, Equipment/Machinery Operation #3202, Hazardous Material Handling #5194, Respiratory Protection #5144, etc.

## Safety Rules

- 1) Statement of company safety policy: This affirms your company's commitment to accident prevention

- 2) Safety Rules: These rules identify pre-cautionary measures that management is requiring the work force to follow based upon recognized hazards
- 3) Disciplinary Procedures: Outlines the disciplinary procedures in the event that safety rules are ignored.

## Safety Inspection

The purpose is to identify and correct unsafe conditions and work practices BEFORE an accident occurs.

## Accident Investigation

- 1) Where did the accident occur?
- 2) Who was involved and what happened? Describe action or procedure being done, the injury, the tools or equipment involved, anything unusual about procedures or personnel.
- 3) How and when did accident occur?
- 4) COMPLETE REPORT TO YOUR WORKERS COMPENSATION CARRIER IMMEDIATELY
- 5) Recommend corrective action if any. Make sure all employees are notified of the corrected policies, procedures, etc.

Place all this information in your employee manual and give a copy of the manual to each employee. This is to be done regardless of the number of employees.

**Finally:** Keep everything in writing. Have employees sign that they have been

trained, have been provided a copy of the safety rules and disciplinary procedures, and have received a manual outlining above. A written record will back you up in the event you are investigated by OSHA.

## CLASSIFIED ADS

### CLEARANCE

5 Jacobson Walking Greens Mowers.  
Excellent Condition  
\$850 each

Ryan Greens Air 1  
Working Condition  
\$500

Met-R-Matic 1  
Excellent Condition  
\$500

E-Z-Go GXT300  
Needs Engine Work  
\$300

Cushman 3 Wheel  
Working Condition  
\$400

Cushman 4 Wheel  
Model 899547  
Hi-Lo Plus Power  
Takeoff  
Working Condition  
\$500

Toro Pro 84  
For parts or can be  
rebuilt \$100

Contact Corey  
Eastwood  
Stockdale Country Club  
7001 Stockdale Highway  
Bakersfield, CA 93009  
805/832-0177

## Dealing with Different Cultures

If you're speaking in English to audiences that don't use English as their first language, consider these suggestions:

- **Speak slowly** and enunciate well. But be careful not to talk down to people. Chances are they may be well-educated in their own language, but it may take more time to process what they hear.
- **Avoid idioms.** People whose first language is not English tend to take them literally.
- **Remember** that humor doesn't translate well. Puns are especially ineffective.
- **Be wary of sarcasm.** When a boss sarcastically told an employee, "You just made my day," the employee didn't understand.
- **Be careful** about direct eye-contact with many Asians.
- **Don't be upset** if people from other cultures show little reaction as you speak.
- **Realize** that people from other cultures may be reluctant to ask questions. They don't want to look stupid in front of their colleagues and they don't want you to "lose face" if you don't know the answer.