Concerning That New Employee

1. Has his physical examination been approved?

2. Has the employee been shown where he can get the necessary safety equipment, such as goggles, masks, hard hats, etc.?

3. Does he know where the fire fighting equipment is located?

4. Does he know how to use it?

5. Is he familiar with the particular hazards connected with his duties?

6. Is he familiar with the routine of reporting all injuries promptly to the first aid section?

7. Does he know how to call the fire department, ambulance, doctor, or police in case of an emergency?

8. Has he been told about your company’s interest in promoting safety?

9. Has he been thoroughly instructed in his duties?

10. Has he been instructed to report all unsafe conditions to his superior immediately?

11. Has he been advised that working safely will benefit both himself and the company in various ways?

Some say that in 1970 and the years to follow it is going to be more difficult to make a profit. Costly interruptions from any source could mean the difference.

The particular source to which I refer is that caused by fires and accidents. Many employers do not realize the tremendous financial loss potential ahead because they fail to take some basic precautions in these two areas.

Most management personnel agree that programming for fire and accident controls are fine from the humanitarian standpoints. However, often obscured is the fact that these control programs may produce unanticipated revenue for the employer on an annual basis.

Obscure, also is the real cost of fire and accident losses. An employer who loses his property through fire can never fully recover his loss with insurance. He still is going to lose the trade of some customers, for example, who, because of the fire, must necessarily bypass his firm for others. Safety specialist H. W. Heinrich has determined that paid medical bills for employees are far from being the total cost of an industrial accident. Heinrich has found that so-called incidental cost is four times as great. (See fig. 1.)

Fire Prevention

Management problems multiply when fire experience is bad. Insurance costs increase. Tremendous disadvantages are imposed upon operations when fire occurs. The alternative is a major fire prevention effort.

A fire department inspection is extremely helpful in eliminating fire hazards. Visits by firemen also familiarize them with the layout of your business. Such knowledge enables the department to attack a fire with greater effectiveness — when they know plant layout, equipment, and products handled.

What If Fire Occurs?

Fires may occur despite your best efforts. Adequate equipment is then vital, from portable first aid extinguishers to bigger units, such as 150 lb. dry chemical equipment. Consideration might be given to installing fire hydrants on the property.

Information on spacing and placement of fire extinguishers can be obtained from most fire insurance carriers. Or, your local fire department can advise you.

Fire Training

Every employer should assure that his employees are knowledge-
Universal Hazards!

able in fire fighting. Most fires can be controlled within the first five minutes — if proper fire-fighting equipment is available and well-trained employees are present.

In other words, the trained employee will see that the fire department is called; he also will take immediate action to control the fire. Often he will be successful before firemen arrive.

The employee should have basic knowledge of the chemistry of fire, so he understands the fire-fighting principles involved, depending on the type of fire he is fighting.

When fire department personnel are used to train employees, a dual purpose can be served. Your employees learn how they can fight fires; the firemen become familiar with your business layout.

A system should be worked out to insure that fire extinguishers are checked at periodic intervals. Equipment should be serviced at least once a year. Use of detailed check sheets for fire inspections is helpful.

Accident Control

Accident prevention must be an integral part of operations if a pro-

gram is to be successful. Management support at every level is vitally necessary. Last, but certainly not least, the program requires the enthusiastic cooperation of employees. Some methods employed to attain these objectives include:

PRE-EMPLOYMENT PHYSICALS — A good physical examination prior to employment is a must to get on the right track to prevent accidents.

An applicant with a herniated disc, a severe heart condition, etc., may trace all his troubles to the employer without prior knowledge of such conditions.

Has the individual drawn disability compensation? If so, from whom, for what, when, of what duration? Does the individual have any health impairment — allergies, lung disease, etc.? These and other points in the analysis of the individual's qualifications are important when choosing him for a specific job.

EMPLOYEE ORIENTATION — The new employee must be aware of dangerous areas within a plant. He must have a thorough knowledge of safety equipment required. He must be trained in his particular job assignment. Stressing personal cleanliness is a most important part of the control program.

A safety manual or safety literature pertinent to the job should be given to the new employee.

KEEPING RECORDS — A good record system is of paramount importance in determining progress in accident prevention. Such records do not need to be elaborate, but they must be complete. A master file should be kept for every accident receiving a physician's attention.

Good injury files should include this information:

—Date of accident.
—Classification; in other words, fatality, permanent partial disabili-

Fig. 1 Case history of accidents on building construction job.*

<table>
<thead>
<tr>
<th>Number and description</th>
<th>Compensation and medical cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Fractures and contusions</td>
<td>$106</td>
</tr>
<tr>
<td>18 Rivet burns, cuts, bruises</td>
<td>76</td>
</tr>
<tr>
<td>21 Falling materials</td>
<td>15</td>
</tr>
<tr>
<td>30 Slips and falls</td>
<td>12</td>
</tr>
</tbody>
</table>

Incidental Costs

| Time lost by injured employees, paid directly by employer | $116 |
| Time lost by other employees                             | 310  |
| Time lost by foremen and superintendent                   | 78   |
| Property damage                                           | 158  |
| Payment of forfeits (two days) for failure to complete job on time | 200 |
| Portion of overhead-cost loss during delay                | 75   |
| Total cost of compensation and medical aid                | $209 |
| Total additional incidental cost, paid directly by employer | 937  |

* Basic Philosophy of Accident Prevention, H. W. Heinrich.

Universal Metal Products
Division Leigh Products, Inc.
Coopersville, Michigan 49404

For More Details Circle (114) on Reply Card
ty, permanent total, temporary total, or non-disabling.
—Accident cause.
—Compensation and medical costs paid.
—Severity, or number of days charged to the disabling injury.
—Part of body affected by the injury.
Monthly reports of safety experience, both fire and accident, are important. These would state the number of man-hours worked, number of employees, number of accidents, and whether time was lost. These data enable you to measure accident and fire frequency and to determine emphasis areas.

**STIMULATING INTEREST—Personal contact, through inspections and corrections of unsafe practices or working conditions, is important. Employee safety meetings held on a regular basis are of value. Programming must be thorough, varied in approach, interesting and informative.**

One effective technique, for example, is to use 35mm slides to visually point out deficiencies — such as poor housekeeping, or failure to wear protective equipment. A Polaroid camera also can easily and quickly capture visual proof.

Safety awareness among employees can be maintained with signs and posters, constantly changing. A safety sign indicating the number of days worked safely with no disabling injuries is an ever-present reminder to each individual.

Perhaps the most important avenue to achieving safety consciousness is a recognition program for outstanding safe work performance. This program might include both individual and group awards, such as pins, plaques, banquet, or written commendations.

**Employer Benefits**

Can money be saved through a safety program? Of course. Insurance companies grant rate credits when accident experience is good. Conversely, in the face of a continuing poor accident record, the insurance carrier has only two recourses — raise the rate, or cancel the risk. In either case, the employer is in trouble.

No program, however, no matter how well-planned and organized, will succeed without the real key — **Follow Through.**

---

**insect report**

**TURF INSECTS**

**HAIRY CINCH BUG**

*(Blissus hirtus)*

**NEW HAMPSHIRE:** Very numerous, lawns brown in Hillsborough County. Migrating into houses.

**SOUTHERN CINCH BUG**

*(Blissus insularis)*

**TEXAS:** Heavy infestations numerous in St. Augustine grass lawns in Brazos County.

---

**INSECTS OF ORNAMENTALS**

**A SPIDER MITE**

*(Platyctityranxus thujae)*

**NEW HAMPSHIRE:** Collected on arborvita at Durham, Strafford County. This is a new state record.

**BAGWORM**

*(Thyridopteryx ephemeraeformis)*

**GEORGIA:** Severe in scattered location in much of Piedmont area. **OKLAHOMA:** Heaviest in 35 years on evergreens in Mayes County. Moderate to heavy in most areas. **TENNESSEE:** Damage moderate to heavy across state. Damage very heavy to native cedars in some central areas. **TEXAS:** Very heavy, about 200 per pyracantha bush in Kinney County. Very heavy on post oak trees at Franklin, Robertson County.

---

**TREE INSECTS**

**HICKORY TUSSOCK MOTH**

*(Halotisidae caryae)*

**OHIO:** Statewide on maple, oak, and crab apple trees. **NEW HAMPSHIRE:** Defoliation extensive on thousands of acres; particularly troublesome in recreational areas in Carroll County.

**SADDLED PROMINENT**

*(Heterocampa guttivitta)*

**NEW HAMPSHIRE:** Defoliation extensive on thousands of acres; particularly troublesome in recreational areas in Carroll County.

**MIMOSA WEBWORM**

*(Homadaula anisocentra)*

**PENNSYLVANIA:** Aerial survey indicates nearly 100 percent defoliation to honeylocust throughout Greene County. **MISSISSIPPI:** Moderate on mimosa in Lowndes, Oktibbeha, Webster, and Montgomery Counties.

**MIMOSA WEBWORM**

*(Clastoptera arborina)*

**COLORADO:** Heavy on junipers from Pueblo, Pueblo County, to Ft. Collins, Larimer County. As high as 3-6 per foot of branch, 3 times level of 1968. Controls recommended.

**FALL WEBWORM**

*(Hyphantria cunea)*

**MICHIGAN:** In second instar. Nests 1.5-2 feet long on apple, birch, and oak. Severe damage of ornamental trees anticipated if not controlled. **INDIANA:** Webs beginning to appear in Marion County. **NEW HAMPSHIRE:** First instars on linden in Merrimack County July 14. Small web on elm in Strafford County July 15.

**WISCONSIN:** Webs more noticeable statewide. Hosts include tag alder, pin cherry, dogwood, and alpine currant. **MINNESOTA:** Tents with second and third instars common on alder in northern area; also on apple, Juneberry, and aspen.