

Embracing Safety at your Club

Alan Achatz
AKA Capital Adventures, LLC
www.akaachatz.com

Overview

- ✓ This book was developed to raise awareness for safety concern applicable to your club.
- ✓ Choose the chapters that apply to your operation.
- ✓ Information was gleaned from over 150 site assessments
- ✓ Note: not all slides will be used on 2/25/07

Alan Achatz www.akaachatz.com
716-565-9122

How and where does one start?

- ✓ OSHA 300 Logs
- ✓ Develop a spreadsheet - past 5 years injuries/illnesses.
- ✓ Look at common occurrences - identify trends and attempt to eliminate events
- ✓ Don't have 300 logs? Never too late to start!

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716-565-9122

Accident Prevention and Investigation

- ✓ Might how you ask a question - result in an employee injury?
- ✓ Do you track / discuss near misses?
- ✓ Apathy
- ✓ Do you conduct an accident investigation?
- ✓ "Don't tell Momma!"

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716-565-9122

Asbestos

- ✓ Been used since the 1880s
- ✓ What do movies White Christmas and Wizard of Oz have in common?
- ✓ Removal?
- ✓ Employee protection?
- ✓ Construction projects?
- ✓ Regulations now label New York as 'Show me how to state' when it comes to asbestos.

Alan Achatz www.akaachatz.com
716-565-9122

Cart Barn

- ✓ Cart chargers & charger cords
- ✓ Servicing batteries / battery core disposal
- ✓ Eyewash / shower stations
- ✓ Employee PPE
- ✓ Member carts & walk behind carts
- ✓ Are gas carts & electric carts in same area?

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716-565-9122

Chemical Incompatibilities

- ✓ What doesn't go together?
- ✓ Where are these items located?
- ✓ Kitchen, grounds, housekeeping closet, maintenance, pool, pro shop, snack bar, tennis....
- ✓ Do you or your employees know what chemicals are volatile if combined?

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716-565-9122

Chain Saw Safety

- ✓ First rule - Be Aware of Surroundings!
- ✓ Know your equipment
- ✓ Use the required PPE
- ✓ Train employees before they are allowed to use a chain saw to ensure they know how to use it!
- ✓ Consider having a first aid kit nearby.

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716-565-9122

Confined Spaces

- ✓ Do you have electric or telephone vaults, sewers, crawl spaces, pits, tunnels, silos, pool pump rooms and in some cases, manholes leading to pump/irrigation controls?
- ✓ Might these areas be oxygen deficient? Toxic? Containing materials that can engulf the occupant(s)? Have an internal design that might cause an entrant to be trapped?

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716-565-9122

Disaster Planning

- ✓ Blackouts, Chemical Emergencies, Drought Earthquakes, Fires, Floods, Heat Waves, Hurricanes, Mudslides, Terrorism, Thunderstorms, Tornado, Tsunami, Volcanoes, Wild Fires, Winter Storms
- ✓ Determine whether to evacuate or shelter-in-place

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716-565-9122

Electricity

- ✓ Power strips and extension cords, Running wires under chair mats, Light bulb screw-in adapters, Replace worn or frayed cords and / or damaged plugs, Power tools, Extension cords, Expanding a duplex outlet to a quad outlet, Circuit panels/breakers & fuses, Ground fault circuit interrupters (GFCIs), Outside power lines

Alan Achatz www.akaachatz.com
716-565-9122

English Second Language

- ✓ How do you ask questions to assure comprehension?
- ✓ Employer's responsibilities
- ✓ Employee's duties
- ✓ Literacy

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716-565-9122

Ergonomics

- ✓ What jobs are causing problems?
- ✓ Kitchen, Pro shop, Housekeeping, Maintenance, Grounds, Tennis
- ✓ Repetitive motion, awkward positions, contact stress, force & vibration

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716-565-9122

Ground Department

- ✓ MSDS books - rest of club should copy
- ✓ Shop
- ✓ PPE use
- ✓ Contour mowing
- ✓ Poison ivy / bee stings
- ✓ Pesticide buildings, wash pads, chemical mixing

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716-565-9122

Housekeeping

- ✓ Slips, trips, falls, lifting / back strains
- ✓ Chemical exposure
- ✓ Taking out the trash
- ✓ Exposure to bodily fluids
- ✓ Electrical
- ✓ Allergens
- ✓ Cleaning bathrooms, PPE

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716-565-9122

Insects, Snakes, Rodents & Other Animal Concerns

- ✓ Alligators, bees, cats & dogs, cockroaches, deer, fleas, fire ants, foxes raccoons & skunks, mice & rats, mosquitoes, scorpions, snakes, spiders & tarantulas, ticks
- ✓ Handling dead animals
- ✓ Illnesses & diseases - West Nile; malaria; bubonic plague; botulism; animal asthma, e-coli; salmonella.....

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716-565-9122

Kitchens

- ✓ Dishwasher and pot washer areas, Pantry, Hot Line, Receiving area, Dry storage, Refrigerators and freezers, Electrical panels,
- ✓ Kitchen chemicals
- ✓ Equipment cleaning / re-assembling
- ✓ First aid
- ✓ Garbage removal
- ✓ Food safety

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716-565-9122

Ladders

- ✓ Have you ever had the ladder slip?
- ✓ One foot out for every four up
- ✓ Three feet above disembarking area
- ✓ Stay off top step of step ladder
- ✓ Don't hop the ladder
- ✓ Stay well away from electric lines

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716-565-9122

Landscaping Concerns for City & Yacht Clubs

- ✓ Where do you store the gasoline and gasoline powered equipment?
- ✓ Do employees use the required personal protective equipment?
- ✓ Are the exterior outlets GFCI?
- ✓ Might the hose/power cords cause trip factors?

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716-565-9122

The Laundry

- ✓ Do you have an eyewash / shower drench station?
- ✓ Do employees use the required PPE?
- ✓ Are employees protected from excessive heat?
- ✓ Have you addressed blood borne pathogen concerns? Lifting? Duct cleaning?

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716-565-9122

Lockout / Tagout

- ✓ Topic involves the de-energizing of electrical, hydraulic, pressurized water, air, oil, gas and possibly thermal systems.
- ✓ Do you have a plan?
- ✓ Do you know what systems have to be shut down?
- ✓ Do your outside contractors comply?

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716-565-9122

Machine Guarding

- ✓ What equipment do clubs have that need machine guards? Band saws, circular saws, bench grinders, ice crushers, the mangle, fans, mixers, slicers, meat grinders, trash compactors, drill presses, planers, shoe shine machines, woodworking, power transmission, conveyors or abrasive wheel machinery also need to be considered.

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716-565-9122

Maintenance Department

- ✓ What projects can your employees do?
- ✓ Woodworkers, painters, plasterers, plumbers, electricians, HVAC, refrigeration
- ✓ What tools do they use?
- ✓ Do they work alone?
- ✓ What chemicals do they use?
- ✓ Where are the chemicals stored?

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716-565-9122

Marinas

- ✓ Slips or Moorings?
- ✓ Sailing programs, regattas, Jr. sailing
- ✓ Inclement weather, 'Boater hypnosis', Alcohol use, Hypothermia, PFDs
- ✓ Boat storage, Carbon monoxide poisoning, Gas docks, Lifts/hoists/cranes

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716-565-9122

Mold

- ✓ If water is not cleaned up, mold growth starts in 24 to 48 hours.
- ✓ Mold spores are everywhere all they need is water and a food source.
- ✓ Toxic mold and mold allergies might require you provide employees with PPE

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716-565-9122

Office Ergonomics

- ✓ OSHA web page offers a computer checklist that addresses all workstation components
- ✓ Recognize that your office staff is required to spend a considerable time at their desk, so make them comfortable
- ✓ <http://www.osha.gov/SLTC/etools/computerworkstations/checklist.html>

Alan Achatz www.akaachatz.com
716-565-9122

Office Safety

- ✓ Aisle ways / walkways
- ✓ Cleaning products
- ✓ Fire extinguishers / evacuation
- ✓ Storerooms

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716-565-9122

Outside Contractors

- ✓ What hazards do you have at your club
- ✓ Federal, state and local regulatory requirements
- ✓ Outside cleaning services
- ✓ Construction projects
- ✓ Scaffolds and trenching

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716-565-9122

Personal Protective Equipment

- ✓ Safety glasses
- ✓ Gloves
- ✓ Earplugs/ muffs
- ✓ Respirators
- ✓ Head, face, foot & torso protection

Alan Achatz www.akaachatz.com
716-565-9122

Ponds, Lakes, Rivers, Streams and other Waterways

- ✓ Working over, above, in or on water might require one to wear a PDF.
- ✓ Bank stabilization
- ✓ Cleaning drainage receivers
- ✓ Weed control
- ✓ Animal, flora and protective gear concerns

Alan Achatz www.akaachatz.com
716-565-9122

Power Tools and Cords

- ✓ Extension cords
- ✓ Plug strips
- ✓ Inspect cords on all power tools on a quarterly basis from the kitchen to the maintenance; Pro shop to Grounds; Snack bar to the Pool.
- ✓ Applies to employee owned tools as well!

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716-565-9122

Propane

- ✓ Propane is heavier than air so it settles.
- ✓ How many tanks do you have?
- ✓ Where are the tanks stored?
- ✓ Who connects the tanks to the appliances?
- ✓ Are those working with propane trained on all the potential hazards?

Alan Achatz www.akaachatz.com
716-565-9122

Pro Shops- Golf & Tennis

- ✓ Clubs must do a better job in these 2 areas!
- ✓ MSDS books needed
- ✓ Unlabeled containers
- ✓ Electrical concerns - overburdened circuits/plug strips/no GFCIs
- ✓ No employee PPE or safety training
- ✓ Ensure all walkways are passable.

Alan Achatz www.akaachatz.com
716-565-9122

Safety Teams

- ✓ Who do you put on the team?
- ✓ Who are your safety champions?
- ✓ Who are your most positive people?
- ✓ Do any staff have special skill sets (EMTs, retired police officer...)?
- ✓ How large should the committee be?
- ✓ Need it only be the department heads?

Alan Achatz www.akaachatz.com
716-565-9122

Security & Employee Safety

- ✓ What is being done to protect the safety/security of the employees?
- ✓ Is employee violence a concern?
- ✓ What is being done to protect the old payroll records?
- ✓ How vulnerable is your operation?
Consider B,C,N,R & T

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716-565-9122

Swimming Pools

- ✓ Pool side & Locker room concerns
- ✓ Pool pump room
- ✓ Chemical incompatibility
- ✓ Personal Protective Equipment
- ✓ Related employee training

Alan Achatz www.akaachatz.com
716-565-9122

Walking Working Surfaces

- ✓ Slips, trips & falls - always look back to see
- ✓ Housekeeping
- ✓ Stairways
- ✓ Guarding manholes, floor / wall openings and holes; pits and trap doors
- ✓ Mobile platforms
- ✓ Scaffolds

Alan Achatz www.akaachatz.com
716-565-9122

Weather

- ✓ Lightning and thunder
- ✓ Tornadoes
- ✓ Hurricanes
- ✓ Floods
- ✓ Exposure to excessive heat and cold
- ✓ Winter storms

Alan Achatz www.akaachatz.com
716-565-9122

Welding

- ✓ Types - Arc, TIG, MIG, Soldering
- ✓ Employee training
- ✓ Safety equipment
- ✓ Health hazards,
- ✓ Fire Hazards

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716-565-9122

Young Workers To Prevent Injuries:

- ✓ Educate these employees about hazards
- ✓ Emphasize: No horseplay allowed
- ✓ Most effective style of training may be computer based or real life situations
- ✓ Label equipment they can not use
- ✓ Use the buddy system to ensure young employees have a mentor

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