

Porcelain Press

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Winter Safety and Emergency Preparedness

With old man winter just around the corner, it's time to think about winter safety and weather conditions. Some weather conditions could result in either early closure of Laboratory operations or delay in start time.

How are delays determined? Fluor Hanford, Inc. makes a release/delay recommendation to DOE RL, who makes the final decision. (3E416)

How do I find out about delays or late start? Staff may call 375-2124 for current information. On day shift, the decision is announced to Battelle staff by priority email. Off shift, Battelle activates the recorded message regarding closure. By 6:00 am, work delay information is also broadcast via local radio stations in the Tri-Cities, Yakima, and over Hanford radio station (530 AM).

Am I essential or nonessential? When a work delay decision is announced, only essential staff are required to remain on the job. Essential personnel are designated by their line managers and normally include "those individuals required to provide necessary services or support to maintain facilities, equipment, or research efforts."

Why should I heed this announcement? Non-essential personnel are encouraged to heed this announcement to give city, site, and Battelle responders the maximum time to clear roads, parking lots, and walkways before staff arrive.

How do I charge my time? In the event of an authorized absence, you should check with your line manager for the proper charge code.

What if there is no delay but, in my opinion, the conditions make roads unsafe? If cold weather results in road conditions that you feel may be dangerous, and a work-delay decision is not announced, you may take vacation or flex your time with approval from your manager.

Once at work, what winter safety hazards should I be aware of? Winter storms can be beautiful but deceiving. Most slips and falls occur in wet or freezing weather and the presence of

ice and/or snow makes normal surfaces hazardous. The best way we can eliminate these incidents is to

- ♦ identify the trouble areas
- ♦ eliminate hazards
- ♦ understand what you can do to help

What does PNNL do to help? Facility Operations (FO) staff are on alert 24-7 to identify areas that need attention when bad weather strikes. If winter weather turns hazardous, their goal is to have paths cleared by 7:00 am to eliminate hazards as people arrive at work. The FO staff clear walkways and apply ice melt.

What are in those bags/boxes by the door? You may see a supply of ice melt at the entrance to your building. You are encouraged to use the ice melt to correct icy conditions near your work place. If you see a spot where ice melt is needed and not available, contact your building manager. (3M124)

What safety measures should I take? Each staff member should also take steps to ensure their personal safety. Staff can reduce the risk of slipping and falling by being a "defensive" walker during winter months:

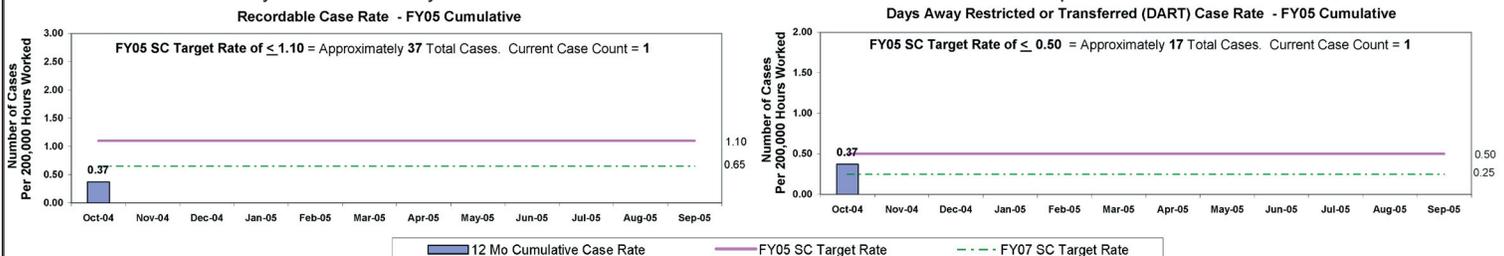
- ♦ Wear the proper foot gear. Leave the high heels at home and choose foot gear that has closed toes and adequate "tread" on the sole.
- ♦ Take smaller, shorter steps on surfaces that may be slick.
- ♦ Limit your load. Don't try to carry multiple items if the walkways are slippery.
- ♦ Take your time and pay attention to where you are walking.
- ♦ Avoid obviously wet or icy surfaces if possible.
- ♦ Use a hand rail as you climb any stairs.
- ♦ Don't go "off road." A shortcut across the lawn may not be the best choice when weather is bad.

What should I do if I see unsafe conditions? If PNNL staff observe unsafe conditions, they should call their Building Manager. (3M191)

Start your meetings with a safety topic

PNNL Safety Performance - Data as of 10/29/04

Monthly case counts may fluctuate due to re-classifications that are made when additional/updated information is received.



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