4 Key Principles for ORM
Hazard Analysis
- Accept risk when benefits outweigh costs
- Accept no unnecessary risks
- Anticipate and manage risk by planning
- Make risk decisions at the right level

5 Steps for ORM Hazard Analysis
- Identify Hazards
- Assess Hazards
- Make Risk Decisions
- Implement Controls
- Supervise

ABCD of Time Critical Risk Management
- Assess
- Balance Resources
- Communicate
- Do - Debrief

Supervisor notes for team meeting discussion.

KNOW SAFETY
NO MISHAPS
ORM

NAVFAC Southeast Safety & Health
Know safety, no mishaps

Driving and cell phones

- Pull off the road while calling or texting.
- Program frequently called numbers and your local emergency number into the speed dial feature of your phone.
- Let your voice mail pick up your calls in tricky driving situations.
- Keep conversations on the phone and in the car brief so you can concentrate on your driving.
- Don’t take notes, eat or drink while driving.
- Shaving, putting on makeup, combing your hair or other forms of preening are distractions and should not be done while driving.
KNOW SAFETY

NO MISHAPS

Driving
and texting

Supervisor notes for team meeting discussion.

- Pull off the road while calling or texting.
- Program frequently called numbers and your local emergency number into the speed dial feature of your phone.
- Let your voice mail pick up your calls in tricky driving situations.
- Keep conversations on the phone and in the car brief so you can concentrate on your driving.
- Don’t take notes, eat or drink while driving.
- Shaving, putting on makeup, combing your hair or other forms of preening are distractions and should not be done while driving.
**Know Safety**

**No Mishaps**

**Flammables / Combustibles**

Supervisor notes for team meeting discussion.

- **Materials**
  - Solid (gun powder)
  - Liquid (gasoline)
  - Gas (propane)

- **Flash Point**
  - Flammable and combustible liquids are classified by their Flash Point
  - Minimum temperature at which a liquid gives off a vapor in sufficient concentration to form an ignitable mixture with air.

- **Storage and Handling**
  - Stored and handled according to Material Safety Data Sheet (MSDS)
Types (not limited to)
- Storage tanks
- Process vessels
- Bins
- Boilers
- Ventilation/exhaust ducts
- Sewers
- Underground utility vaults
- Tunnels
- Pipelines
- Open top spaces more than 4 feet deep

Before Entering
- Properly trained to enter
- Current permit posted
- Attendant outside of space
- Two way communication established
- Instructed as to:
  - Nature of hazards involved
  - Necessary precautions to be taken
  - Required protective and emergency equipment
NO MISHAPS

KNOW SAFETY

Mandatory PPE

Where
• Construction Sites
• Industrial Areas
• Other areas as posted

What
• Hard Hat
• Safety Glasses
• Safety-toes shoes or boots
• Reflective Vest or Clothing
• Ear Protection
• Hand Protection as required
• Respiratory Protection as required

Supervisor notes for team meeting discussion.
Categories
- IA. Heavy Industrial Duty (300 lbs)
- Industrial, Heavy Duty (250 lbs)
- Commercial, Medium Duty (225 lbs)
- Household, Light Duty (200 lbs)

Types
- Fixed – permanently attached to building
- Portable – Step and extension

Factors to consider for choosing a ladder
- Work activity, Application, Maximum Height, Materials

Inspections
- Tags for date of purchase and identity number
- Keep inspection logs
- Tags for “in service” or “out of service”

Points of Inspection
- Side Rails, steps (non-slip), spreaders/movable parts are lubricated, and warning decal installed
NAVFAC Prohibits work on Energized Circuits - Exceptions include testing certain circuits, balancing circuits, approved work (JHA/AHA) or approved SOP.

Injuries Associated with Electrical Shock include burns, heart failure and other injuries.

Falls may occur off a ladder or working platforms.

Work Practices should include:
- Bulb guards on temporary lights/no open sockets
- No power tools or equipment used until electrical line has positively been located
- Barriers used to safeguard area so unauthorized personnel do not enter
- GFCI must be used to protect personnel from ground-fault hazards
- LOTO procedures must be used for equipment or circuits that are deenergized
Hazardous Energy Sources include:

- Kinetic (mechanical)
- Potential
- Electrical
- Thermal (high or low temperature)

Lockout means placement of a lock on an energy-isolating device to ensure that the equipment being controlled cannot be energized or operated.

Tagout means placement of a tagout device on an energy-isolating device to indicate that the energy-isolating device and the equipment being controlled may not be operated until the tagout device is removed.
Fire Safety

- Install and Maintain Smoke Detectors
- Use Electricity Safely
- Space Heaters Need Space
- A Match is a Tool for Adults
- Be Careful Cooking, don’t leave stove unattended
- Practice Candle Safety
- Cool a Burn
- Plan and Practice Your escape
- Crawl Low Under Smoke
- STOP, DROP, AND ROLL
Ergonomics: Computer Workstation

Healthy Working Positions

- Hands, wrists and forearms: Straight, In line, Roughly parallel to the floor
- Head: Level or bent slightly forward, Facing forward and balanced, In line with the torso
- Shoulders: Relaxed, Upper arms hang normally at the side of the body
- Elbows: Close to body, Bent between 90 to 120 degrees
- Feet: Fully supported by the floor, Footrest may be used
- Back: Fully supported, Sit up straight or leaning back slightly
- Thighs and Hips: Supported by well-padded seat, Generally parallel to the floor
- Knees: About same height as the hips, Feet slightly forward