

## Introducing the Safety & Health Unit for Family Services and Housing.

**Family Services & Housing  
Safety Unit** (left to right) Angela  
Dyck, Teresa Bickle, Christine  
Berard, Helen Ramsay, Jodi  
Pluchinski



**First ever  
Family Services  
& Housing Safety Unit  
launches Sept 8-08!!!**

The Safety and Health Unit has been established and is ready to provide support for Workplace Safety and Health Issues.

The Unit consists of Jodi Pluchinski-Manager, Christine Berard-Safety and Health Coordinator, Angela Dyck-Supported Employment Coordinator, Helen Ramsay-Planning and Program Analyst, and Teresa Bickle-Administrative Support. We are located at 500-326 Broadway. All inquiries can be made to [Jodi.Pluchinski@gov.mb.ca](mailto:Jodi.Pluchinski@gov.mb.ca) or 948-3396.

On **September 8, 2008** the FSH Workplace Safety and Health Manual will be sent to Timekeepers and Management Co Chairs of Workplace Safety and Health Committees across Family Services and Housing. We are also proud to report that we have created a website. You will find a copy of the manual and other related workplace safety and health information on the website.

The website address is: <http://fsh2.internal/wsh/index.html>

The manual is the foundation for the FSH Workplace Safety and Health Program. FSH staff should be made aware that this manual exists and be able to access it at anytime.

## Family Services & Housing

**Safety and Health Unit**

500-326 Broadway  
Winnipeg, MB R3C 0S5

*Family Services &  
Housing is committed  
to preventing  
workplace injuries and  
to maintaining a  
healthy workplace  
where the  
responsibility for  
workplace safety and  
well being is shared by  
all members of the  
organization.*



# Safety Is No Accident

Safety & Health Unit  
Contact Information



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FSH Safety Unit Fax: 948-4656

## Safety Training



To meet the Department of Labor Act and Regulations MR 217/2006 we are required by law to provide training to all staff. In response to this the Safety and Health Unit has developed a one day training session for the Department. The training consists of an Introduction to the Safety and Health Unit, Orientation to the Workplace Safety and Health Manual, Fundamentals of Workplace Safety and Health and Incident Investigation.

Training is scheduled to begin for the Rural and Northern this fall and will continue for Winnipeg in early 2009.



## Workplace Safety & Health Committees

The *Workplace Health & Safety Act W210 40(1)* states that every employer shall establish a workplace safety and health committee for each workplace where at least 20 of the employer's workers are regularly employed.

Family Services and Housing currently has several active safety committees.

The primary duties of WSH Committees are to assist workers and management to identify, record, examine, evaluate and resolve workplace safety and health concerns. WSH Committees can also be involved in promoting workplace safety and health awareness, and arranging for education and training programs.

Safety committees are a fun way to promote and improve workplace safety. Having a committee is a way of ensuring everybody has a voice in the safety of their workplace.

Safety committee meetings are required to take place every three months (4x per year). Please submit meeting minutes to the Family Services & Housing Safety Unit *Attention Christine Berard* either by fax or e-mail.

Minutes should be recorded on the standard Workplace Health & Safety template.

Ideas/topics for upcoming committee meetings include;

FSH Workplace Safety & Health Manual  
Harassment/Violence Policy & Prevention  
Ergonomics – Strains, sprains, stretching



## Prevent Bad Backs

Among the most common and costly injuries suffered by workers are back injuries. These can involve injuries to the spinal column and strains or sprains to the muscles, tendons and ligaments of the back.

Lifting injuries aren't usually caused by picking up vehicle transmissions or 45 gallon drums. Instead, they frequently involve improper lifting of common smaller items such as boxes of computer paper or stacks of machinery manuals.

### To lift safely:

- Plan your route so you have a clear path to carry the item. Have a place to put the item down once you reach your destination.
- Check the weight of the item you will be lifting to see if you will need help. Do this by grasping the object firmly by an outside corner and tipping it towards you. You should be able to tell if it is too heavy.
- Use the proper devices for lifting and carrying. Materials handling equipment such as handcarts and stock pickers can help you move materials without straining your back.
- Ask for help from co-workers. When you do a team lift, appoint one person as the leader who tells everyone else when to pick up the object and put it down.
- Bend your knees when you lift instead of bending over. Hold your back straight and vertical to the ground. If you keep your head up, your eyes looking ahead and your stomach muscles tight, you will help yourself maintain this posture.
- Keep the item close to your body. Lifting or carrying an object at arm's length puts much more strain on your back.

### To prevent back injuries:

- Do warm-ups before any physical exertion.
- Avoid excessive bending, reaching or twisting motions.
- Stand up straight, but not rigid. Keep your knees flexed and maintain the natural curves in your back.
- When sitting, choose a comfortable, relaxed position in which your back is straight. Don't slouch.
- When you are lying down, keep your back curved naturally. Use a low pillow under your head and neck.
- Avoid sleeping on your stomach.
- Maintain physical fitness. Exercise to keep the muscles of your back and abdomen strong.



## Ergonomics 2

Ergonomics is all about a good fit between you and your job. The correct answers to these clues are a good fit for these crossword spaces.



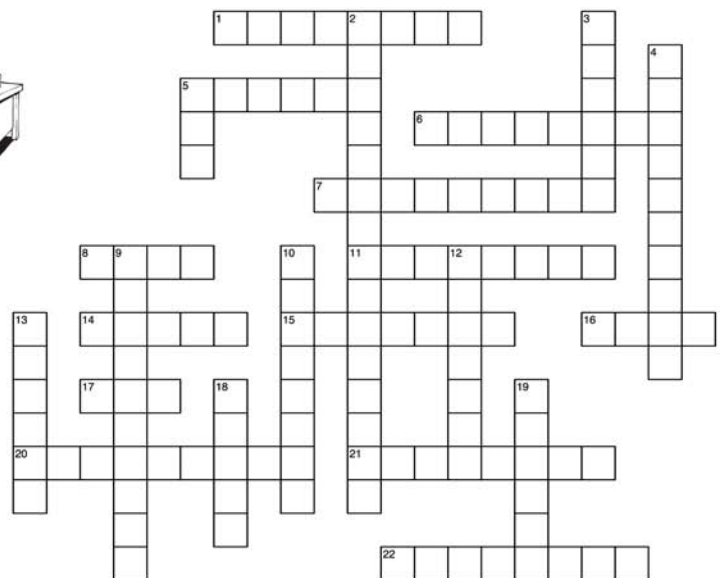
### ACROSS

- 1 action
- 5 lift devices
- 6 inflammation
- 7 rotate
- 8 clutch
- 11 traits
- 14 hasten
- 15 exhaust
- 16 relax
- 17 type of RSI injury (abbr)
- 20 connective tissue
- 21 put together
- 22 strain

### DOWN

- 2 system that moves the body and maintains its form
- 3 movable
- 4 one who studies safety
- relationship between worker and workplace
- 5 cumulative trauma disorder (abbr)
- 9 act of doing over and over again

- 10 end of upper arms joining collarbone and blade-bone
- 12 hunching is an example of poor
- 13 one type of work room
- 18 extend
- 19 behaviors acquired by learning or repetition



# could this have been you?

## Driver Dies While Changing Flat Tire

A delivery driver, changing a flat tire on the side of the road, died when he was struck by another vehicle.

The victim, heading north, pulled his delivery van off the road onto the paved shoulder. A light duty truck was northbound at approximately 54 miles an hour, and a passenger car was southbound at about 14 miles an hour. Just south of where the delivery van was parked, the passenger vehicle appeared to make a U-turn to travel north. While making the U-turn, the car struck the light truck driver's side door. The collision caused the truck to uncontrollably slide to the right toward the delivery van. The truck bed struck the victim who was standing at the rear of the delivery van. The victim was pronounced dead at the scene.

*When changing a tire, choose a safe location out of the flow of traffic and use hazard warnings, such as emergency flashers, flares or reflective triangles to alert other drivers.*

## MAKE BACTERIA SEE RED

Want to protect your brain cells, strengthen your heart, avoid an ulcer and fight cavities? Spoon some cranberries onto your plate.



According to researchers, these bright red morsels pack not only a punch of vitamins, antioxidants and fiber, they also contain an ingredient that helps prevent bacteria from sticking, including E.coli and bacteria associated with urinary tract infections.



# SAFE WORK

**S** SPOT THE HAZARD  
**A** ASSESS THE RISK  
**F** FIND A SAFER WAY  
**E** EVERYDAY

## Workplace Safety and Health Worker Rights & Responsibilities

Every worker in Manitoba has basic rights, protected by law, when it comes to safety and health at the workplace. At the same time, every individual at the workplace has a personal and shared responsibility to prevent occupational injuries and illness.

### Worker Rights

Every worker has the following rights:

- The Right to Know about hazards in the workplace, and what precautions must be taken to prevent injuries or illness from these hazards.

Employee education under the Workplace Hazardous Materials Information System, as well as job-specific training on chemical/controlled products at the workplace, is an example of *the right to know*, supported by the Workplace Safety and Health Act.

- The Right to Participate in safety and health activities at the workplace, including involvement in the joint workplace safety and health committee, or as a worker representative, for example.
- The Right to Refuse any task that the worker has reasonable grounds to believe is dangerous to his/her safety and health or the safety and health of other persons.

Workers carrying out duties or exercising rights, as set out under the Workplace Safety and Health Act, are protected from discriminatory action.

### Worker Responsibilities

Workers' legal safety and health responsibilities include:

- Taking reasonable care to protect themselves and others who may be affected by their actions or omissions.
- Proper use of safety equipment, clothing, and devices.
- Cooperating with the workplace safety and health committee or representative.
- Cooperating with other persons regarding workplace safety and health matters.

**Watch for upcoming issues of our newsletter.** Topics will include Winter Safety, Incident/Injury Reporting & Investigations.....