

Best-In-Class Thoughts

"When you choose to be pleasant and positive in the way you treat others, you have also chosen, in most cases, how you are going to be treated by others."

– Z. Ziglar

"Great vision without great people is irrelevant."

– Jim Collins, *Good to Great*

"You can have the best strategy and the best building in the world, but if you don't have the hearts and minds of the people who work with you, none of it comes to life."

– Renee West, *Luxor and Excalibur Hotel*



Washington State

this issue

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Note from HR

Over the last year, the Human Resources (HR) Department has had the pleasure of meeting and/or speaking with many of our MER Family of Company employees and we are consistently impressed with our people. Everyone is committed to not only ensuring a safe working environment at our sites, but also promoting a feeling of security with each other.

Security, communication, and awareness drive both HR and Health and Safety. Over the course of the past year, we have seen co-workers wait for others to finish shifts so they can leave in groups. There have been reminders to take care while traveling, both for work activity and commuting travel; colleagues have made calls, sent messages and performed Well Checks to ensure that coworkers are doing well, again, both work-related and personally.

During our tours of our Resource Centers and Locations, we observed simple but meaningful actions such as blown lights being quickly replaced, doors being locked if we were working late, food or beverages being offered if we stood still for more than 5 minutes, and so on. These everyday actions display not only a safe and secure working environment, but also a commitment to mutual respect and care for one another.

The Employee (Hierarchy of Employee Safety continued)



This diagram illustrates the hierarchy of employee safety, with the most effective and efficient party at the top.

In April's Safety Brief, we introduced The Hierarchy of Employee Safety; this hierarchy is a system that outlines the order in which safety responsibility should be taken, based on the effectiveness and efficiency of each party identified. This month, we will review the first level of responsibility for employee safety: Employees.

Each year, our employees complete upwards of 70 hours of safety training, with the primary focus being on hazard analysis and implementation of solutions to abate the hazards identified; this education program provides our employees with the tools to address safety concerns as they present themselves. This education, along with Stop Work Authority, which gives every employee the right to stop work when a safety concern is identified, help make this first level in the Hierarchy the most efficient and effective approach to addressing safety concerns.

Did you know?

- *Homicide is currently the fourth-leading cause of fatal occupational injuries in the United States.*
- *Homicide is the leading cause of death for women in the workplace.*
- *According to the Bureau of Labor Statistics Census of Fatal Occupational Injuries (CFOI), of the 4,547 fatal workplace injuries that occurred in the United States in 2010, 506 were workplace homicides.*

<https://www.osha.gov/SLTC/workplaceviolence/>

Workplace Violence

Although workplace violence isn't necessarily discussed regularly in our daily safety meetings, it is a hazard that all of our employees should consider on a daily basis. Every year, about two million workers in the US experience workplace violence. The situation is similar in Canada, where 17 percent of all self-reported incidents of violence, including sexual assault, physical assault and robbery, occur in the workplace.

The truth is, workplace violence can strike anywhere, anytime, and no one is immune. It can come from a co-worker or a stranger, and it isn't limited to physical assault. Workplace violence is any form of threatening or disruptive behavior. It can be as simple as a gesture, such as a raised fist, or as complicated as sabotage.

How to Protect Yourself

Before people explode in violence at work, they may give signals that something is wrong. There are a number of warning signs to let you know that trouble is brewing. Here are a few:

- Social isolation
- Decrease in personal hygiene
- Complaints of unfair treatment
- Excessive lateness or absenteeism
- Faulty decision-making
- Blaming others for mistakes
- Inappropriate comments about revenge, violence or weapons
- Disrespect for authority
- Swearing
- Overreacting to criticism

There are precautions workers can take to minimize or prevent violence on the job. For example:

- Don't get drawn into arguments. Loud and aggressive arguments can easily escalate into physical fights.
- Take verbal threats seriously, but don't respond to them.
- Report all threats to your supervisor.
- Report all incidents of bullying and sexual harassment.
- Report any suspicious person or vehicle.
- Don't give out information about fellow employees.
- Keep doors locked before your business officially opens and after closing time.
- Watch for unauthorized visitors, even those who appear to have legitimate business at your location or Resource Center. People posing as employees, contractors, and repairpersons have committed crimes.
- Always have access to communication devices so you can notify someone for help. Speed-dialing numbers should be programmed into phones and emergency numbers should be listed at each phone.
- Devise a plan such that predetermined code words can be used so one employee can tell another about a dangerous customer or visitor without tipping off the suspect.
- Trust your instincts. They act as your early warning system.

<http://www.snwreadymix.com/documents/SafetyTip9-15-10VIOLENCE.pdf>



There's an App for that!

iOSHA 1910 e-Reference

Integrated Safety Technologies LLC

View the latest information from OSHA.gov RSS Feeds, along with safety regulations and interpretation letters quickly and easily.

Access:

- 29 CFR 1903 (Inspections, Citations & Proposed Penalties)
- 1904 (Recording & Reporting Occupational Injuries and Illness)
- 1910 General Industry

Healthy Relationships

Wellness Tips

Find Volunteer Opportunities

Volunteer Match

Connect with a cause that needs you. We have 90,000+ nonprofits around the world who need your help.

<http://www.volunteermatch.org>

National Park Service

There are many ways you can help care for your national parks, from one-time to reoccurring volunteer opportunities for youth, families, groups and individuals.

<http://www.nps.gov/getinvolved/volunteer.htm>

Volunteer.gov

America's Natural and Cultural Resources Volunteer Portal

<https://www.volunteer.gov>



Fitness Challenge

THINK FAST

Agility training (e.g. side shuffles, ladder drills, and shuttle runs) improves your speed and reflexes -- and, per the *Journal of Strength and Conditioning Research*, memory and cognition too. Mentally keeping up with moves strengthens neural connections in your brain, say study authors. Try this drill from certified strength and conditioning specialist Dianna DiTorro:

- Jump up from the bottom of a push up
- Sprint 40 yards
- Bear-crawl to a line of cones
- Stand up and zigzag through them
- Do five pushups
- Perform the sequence in reverse order
- Rest two minutes
- Repeat five times

<http://www.womenshealthmag.com>

These results shed light on the fact that the habits and lifestyle choices of our loved ones have the potential to impact our own choices and vice versa. Maintaining a healthy lifestyle can be difficult at times, so why not use this research and focus on including healthy activities in your relationships. Although enjoyable, spending time with loved ones doesn't have to revolve solely around food and watching TV. Instead, incorporate some of the following suggestions into your relationships. They can lead to a healthier lifestyle, are lots of fun and can be done with a romantic partner, friends, or family:

Try a Group Exercise Class - There are so many options to choose from and group classes are less intimidating when you go with a friend.

Become a Local Tourist - Walk, bike, or hike around your town or city (i.e. visit local wilderness areas, museums, landmarks, local parks and recreational facilities, etc.).

Volunteer Regularly - Find charitable organizations that match your interests. Making the world a better place and helping those in need will make you feel great.

Expand your Mind - Give your brain a workout and ask an open-minded friend if they would like to start a book club, take a class at a local community college, go to a poetry reading, learn to play an instrument, check out a planetarium, start gardening, learn a new language, etc.

Revise Happy Hour - Instead of meeting at a bar to eat greasy food and consume calorie heavy drinks, rotate each week and meet at someone's house. Everyone can bring a healthy snack or appetizer like hummus and veggies, or homemade crab cakes to snack on and sip some homemade lighter versions of mixed drinks, red wine, or champagne. Or if you really want to be healthy, replace the alcoholic drinks altogether and sip on tasty smoothies!

Provide Encouragement - Striving to live a healthy lifestyle can be challenging and full of roadblocks. It can be helpful to recruit a partner in your quest for better health. If you're starting a new fitness routine, trying to quit smoking, struggling to lose weight, or even trying to cope with a loss, it's nice to have someone by your side that understands what you're going through.

On the road to better health it's always nice to have a partner... or two... or three...

eniweb.com - Healthy Relationships

1st Quarter Driver Awards

We are pleased to announce the 1st quarter winners of the MER Driver Recognition Program (listed to the right). Just a reminder, the criteria used to help select our quarterly winners is:

- No motor vehicle accidents in 12 months
- No moving motor vehicle violations in 12 months
- No driver log issues in 6 months if applicable to the candidate
- Timely submittal of completed driver vehicle inspection reports
- Maintains vehicle to Moran Standards

Employees will be awarded a \$250 gift card as a token of our appreciation for a job well done.

Please note, based on driver headcount we have decided to pick four winners company wide, and not one winner per region moving forward.

Congratulations to:

Robert Marden
Angelo Mack
James Sullivan
Gabe Sanchez

Values

Professionalism

Integrity

Mutual Respect

Discipline

HR Updates

Employee Handbook - MER just finished updating the MER Family of Companies Employee Handbook to reflect our current policies; look for it to be released and distributed to all employees in May. If you have any questions or concerns, or you do not receive a copy, please contact the HR department.

Job Postings - Please note that job postings for open positions at Moran Environmental Recovery can be found on the Employment page on MER's website. If you are interested in viewing or applying for a current job opening, please visit: <http://www.moranenvironmental.com/Employment/>.

Employee Development Corner

Free Red Cross CPR Refresher Training

According to a research review conducted by the American Red Cross Scientific Advisory Council:

- CPR skill retention begins to decline within a few months after a participant is trained.
- Less than half of course participants can pass a skills test one year after training.

To help keep your CPR skills fresh in between classes, visit: <http://www.redcrossrefresher.com>.

The Definition of Training

Do you know when you've been "trained?" There are a plethora of definitions for "training" out there, so when it comes to safety training, it's very important that we understand what constitutes "training" in our industry.

Though OSHA does not necessarily define "training," the environmental industry recognizes safety training as any of the following:

- Classroom Training: lectures, PowerPoint presentations, demonstrations, safety video
- Computer-Based Training (CBT): web portal
- Practical Training: hands-on activities, drills, on-the-job training (OTJ)
- Literature-Based Training: pamphlets, safety bulletins

It's important to recognize that all of the activities listed above can be considered "training" in the eyes of our clients and regulatory agencies. Typically, we sign some sort of document stating that we received safety training; this acknowledgement can come in the form of a class roster or an acknowledgement statement with a sentence confirming the completion and understanding of such training.



MORAN ENVIRONMENTAL
RECOVERY LLC

Safety Brief

PHONE
(251) 284-1525

FAX
(866) 311-4762

EMAIL
safety@
moranenvironmental.com

