

March 2023

EVACUATION DRILL



It's that time of year again in the County of Riverside, time to practice safe evacuation procedures in case of a fire or emergency at your facility. If you've been with the County for a while you probably remember the drill, but practice makes perfect and in the event of a real fire or emergency at your facility you may only get one chance. When was the last time you walked around your office or building and observed fire precautions? Do you remember where the fire extinguishers are? The fire alarm activation points? Do you know what kind of audio or visual cues are in operation around your office? If you have co-workers with physical limitations, do you have a plan in place to assist them with safe evacuation? Over the next few weeks you have a golden opportunity to answer these questions and many more. Pull out your Emergency Action Plan (EAP) and familiarize yourself with the evacuation procedures for your office or facility.

WHY EVACUATE ?

There are a number of reasons to evacuate a County facility. The most obvious is when a fire threatens the safety of the occupants. Other reasons may include the threat of toxic fumes from chemical spills affecting the building, bomb threats when there is enough information to believe it is not a hoax, evacuation drills, or when the building may have been damaged by a strong earthquake.



WHEN NOT TO EVACUATE:

There may be situations where it is more dangerous to leave the building than it is to stay inside. An example might be a toxic cloud that is passing by outside. In situations such as these, take appropriate measures (such as shutting off the ventilation system and closing doors and windows) and tell employees to stay inside.

WHEN TO EVACUATE:

Evacuations may be initiated in several ways:

- Activation of the building fire alarm system (not all buildings have such a system, but for those that do, evacuation should begin immediately without questioning whether it is a false alarm or not).
- Use the public address system or "face to face" directions.
- Spontaneous evacuation in response to an observed emergency.
- Facility Manager or a Supervisor's request to evacuate.

EVACUATION DRILL

HOW TO EVACUATE A BUILDING SAFELY:

When an evacuation becomes necessary, you should:

- Calmly and quickly proceed to the nearest safe exit.
- Instruct clients or visitors who are present to exit with you.
- Use only the EXIT stairways. (NOTE: Using stairs can be hazardous if you wear high-heeled shoes. You should keep a spare pair of “stair shoes” near your workstation).
- Never use an elevator during an evacuation unless told to do so by the emergency response personnel. Elevators may malfunction and trap their passengers during a fire or following an earthquake. At the time of the evacuation announcement, you will not know how long it will be before you will be allowed to reenter the building. For that reason, you should take all necessary possessions with you—if time allows (purse, keys, eyeglasses, medication, jacket etc.). If time allows, turn off equipment that could become a hazard.

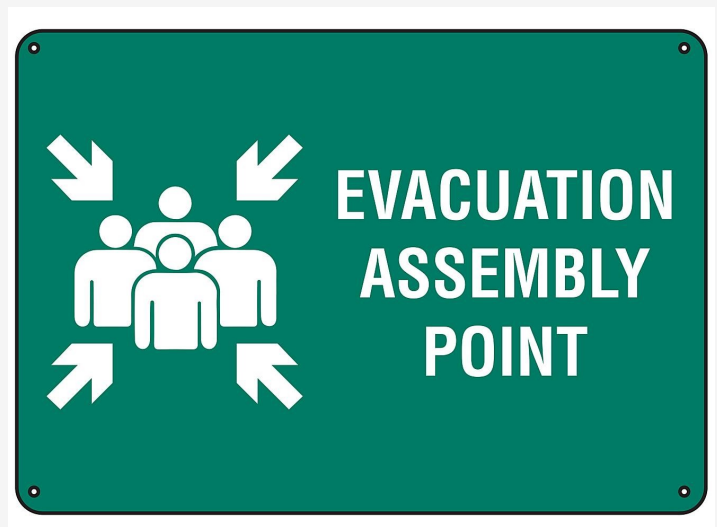
KNOW YOUR EMERGENCY EXITS:

Most people are only aware of how they entered the building and will therefore, use the same route to leave. In an emergency, it may be necessary to use an alternate route. Learn the location of ALL exits from your work area or building, and practice an evacuation on your own, to find out where exits lead. Be aware of ALL available exits in the event the regular exits become unusable. All County buildings are required to have a floor plan posted with the exits clearly indicated.



EVACUATION ASSEMBLY AREA:

Each County facility should have a designated evacuation assembly area. These are usually located away from the building in a parking lot. The assembly area may be sectioned off to allow for an orderly assembly according to floor or department. Once the evacuation order is given, proceed directly to the evacuation area and remain there until told to do otherwise. Consult your Emergency Action Plan to locate the evacuation assembly area for your facility.



DAYLIGHT SAVINGS TIME



Daylight Saving Time begins every Spring in most of North America when we advance our clocks forward by one hour. When Daylight Saving Time starts workers will wake one hour earlier than normal, begin and complete daily work routines earlier and will have an extra hour of daylight at the end of the workday. This also means that there will be one less hour of daylight at the start of each workday and the time change may cause an abrupt adjustment to waking, driving or starting work in the dark.

In the Spring clocks moved forward when Daylight Saving Time starts. In the Fall, at the end of Daylight Saving Time, the clocks move back and everyone enjoys one extra hour.

When Daylight Saving Time begins we have basically lost an hour of time. Even though losing only one hour doesn't seem like much, it can cause quite a disruption in our schedules and affect our mental and physical health for a few days until our bodies adjust.

The time change can cause people to become anxious, stressed, or fatigued and these feelings have the potential to affect our own safety and the safety of those around us, at home, on the job or while on the road. Be patient, and allow yourself time to adjust.

- When clocks spring forward this may cause workers to be late to work. Focus on staying calm to avoid feeling rushed.
- Work Safe. Spend extra time evaluating each work task carefully.
- Avoid operating heavy equipment, machinery, or power tools while drowsy. Your reaction time is decreased when you are fatigued!
- Understand that other people may not adjust the same way as you. If you observe another worker fatigued, stressed, or anxious encourage them to stop the task and take a break.

Consider gradually adjusting your sleep schedule in the days leading up to the time change. By going to bed 10-15 minutes earlier every night your body has more time to adjust. On the evening of the time change adjust your clocks forward by one hour and then go to bed at your normal bedtime. If you don't have to work on Sunday, use that day to adjust your daily routines to the new schedule.

Taking the time to prepare yourself mentally and physically before the time change will reduce your feelings of stress and fatigue. Encourage your family to do the same.

Take into consideration your daily commute and the other drivers on the road that may be rushed or stressed because of the time change.



FUN FACT

Germany implemented daylight saving time in 1916 to save fuel during World War I. The United States adopted the practice in 1918, but daylight saving time wasn't standardized across the country until the passage of the 1966 Uniform Time Act, which gave the federal government oversight over the time change.

REPETITIVE MOTION INJURIES

Repetitive Motion Injuries (RMIs), injuries affecting the soft tissues in your body are the most common injury in Riverside County and one of the most common injuries in general. You may be familiar with carpal tunnel, bursitis, and tendonitis. All of which are RMIs!

Repetitive stress injuries don't happen solely at office related work like typing or using a mouse. RMI's can happen with any repetitive activity like driving, using a hammer, weightlifting, sitting for long periods, playing tennis, or sewing. It's important to note that these injuries are not spontaneous, but instead are a result of an accumulation of stress over time.



Imagine an empty jar in front of you; this jar represents your body's health. Every time you put stress on your body, such as lifting a heavy box improperly or sitting slouched with a wrist bend while you type, you add a jellybean to the jar. One jellybean won't take up much space in the jar. No big deal. But... as you continue to add jellybeans, the jar will eventually overflow. Hence, your body may sustain an injury once your jar is full. Movement is encouraged and healthy, but improper movement adds beans to your jar. Therefore, it is important to be aware of your body motions every day. Your tendons, nerves, or muscles can collect damage from frequent use. Luckily, there are things you can do to keep your jar from filling and prevent these injuries!

Risk factors include repetition, awkward posture, forceful motion, stationary positions, direct pressure, vibration, extreme temperature, and work stress. Below are some ways to mitigate these risk factors.

Practice Proper Ergonomics- Posture is key! A relaxed, correctly positioned body is a huge barrier to RMIs. While sitting at a desk, keep your knees, elbows, and hips at a 90-degree angle, with your head placed directly above your hips. Sit with your feet flat on the floor and try not to cross your legs. Keep the monitor at eye level and about an arm's length away. Type with your elbows close to your body and parallel with the keyboard. Organize your workstation so everything can be reached easily. Take a moment periodically to take a deep breath and relax/lower your shoulders gently, as tension can build up subconsciously. If standing for long periods, do not lock your knees. Keep your knees slightly bent to put most of the work on your quads, not your back.

Take Frequent Breaks- Take a 5-minute break every hour, or whenever you start to feel like your body is stressed from your repetitive motions. Get moving! Stand up, stretch, and walk around. Or try to simply stand up for 30 seconds every 30 minutes. Taking breaks will allow your body to recover from stress, but also is great for giving your mind a break.

Watch for Warning Signs- The best time to prevent an RMI is now! Common signs and symptoms of RMIs are redness or loss of color, swelling, loss of function, numbness, burning, aching, pain, soreness, stiffness, and decreased range of motion. It is important to practice prevention BEFORE these issues begin. But if they do, be aware of these issues and always consult a medical professional.

Limit Exposure- Limit how often and how long you repeat an activity. As much as possible- minimize time typing, long periods using vibrating power tools, twisting motions, long periods of standing, etc. Limit exposure to extreme temperatures and vibration through clothing, personal protective equipment like gloves, and taking breaks.

WET BULB GLOBE TEMPERATURE



Have you ever wondered if it's too hot to work outside? Well, if you are working outdoors, a standard thermometer does not tell the whole story. Other factors such as humidity, sunlight, wind speed, cloud cover, and workload all play a role in measuring heat burden and determining whether it's too hot to work outside. This is where a Wet Bulb Globe Temperature (WBGT) instrument proves useful (See photograph).

A WBGT device is a measurement tool that factors ambient temperature, relative humidity, wind, and solar heat from the sun to calculate a measure that can be used to monitor environmental conditions during outdoor work and exercise.

As environmental temperature and humidity levels rise, there is an increase in the heat stress that is placed on the working individual. Working in the heat causes individuals to rely on the evaporation of sweat from the skin as the primary method of dissipating heat produced by the working muscles. As humidity increases, the ability to dissipate heat through evaporation is further hindered, thus causing the body to have an increased body temperature, which increases the risk of heat stress.

WBGT utilizes ambient temperature, relative humidity, wind, and solar radiation from the sun to get a composite value that can be used when monitoring environmental conditions during work and exercise in the heat. The equation below uses all of these components to calculate WBGT.

$$WBGT = 0.7T_w + 0.2T_g + 0.1T$$

Wet bulb (Tw): Measures the humidity

Black Globe (Tg): Radiant heat, which is the heat from the sun

Dry bulb (T): Ambient air (The air around us)

Given Scenario:

Wet Temperature: 80 Globe Temperature: 88

Ambient Temperature: 95

What is the WBGT? $0.7(84)+0.2(92)+0.1(95)=86.7$

Wet bulb globe temperature is **86.7**

According to the chart, a WBGT of 86.7 degrees is a heat category 3 (Yellow). Employees doing moderate work at this temperature should consume at least $\frac{3}{4}$ quart of water per hour and rest 20 minutes for every 40 minutes of work.

Work/Rest Times and Fluid Replacement Guide

Heat Category	WBGT Index (°F)	Easy Work Walking on hard surface, 2.5 mph, <30 lb. load; weapon maintenance, marksmanship training.		Moderate Work Patrolling, walking in sand, 2.5 mph, no load; calisthenics.		Hard Work Walking in sand, 2.5 mph, with load; field assaults.	
		Work/Rest (minutes)	Fluid Intake (quarts/hour)	Work/Rest (minutes)	Fluid Intake (quarts/hour)	Work/Rest (minutes)	Fluid Intake (quarts/hour)
1	78° - 81.9°	NL	½	NL	¾	40/20 (70)*	¾ (1)*
2 (GREEN)	82° - 84.9°	NL	½	50/10 (150)*	¾ (1)*	30/30 (65)*	1 (1¼)*
3 (YELLOW)	85° - 87.9°	NL	¾	40/20 (100)*	¾ (1)*	30/30 (55)*	1 (1¼)*
4 (RED)	88° - 89.9°	NL	¾	30/30 (80)*	¾ (1¼)*	20/40 (50)*	1 (1¼)*
5 (BLACK)	> 90°	50/10 (180)*	1	20/40 (70)*	1 (1¼)*	10/50 (45)*	1 (1¼)*

This guidance will sustain performance and hydration for at least 4 hours of work in the specified heat category. Fluid needs can vary based on individual differences ($\pm \frac{1}{4}$ qt/hr) and exposure to full sun or full shade ($\pm \frac{1}{4}$ qt/hr). Rest means minimal physical activity (sitting or standing) in the shade if possible. Body Armor - Add 5°F to WBGT index in humid climates. NBC (MOPP 4) - Add 10°F (Easy Work) or 20°F (Moderate or Hard Work) to WBGT Index.

NL = No limit to work time per hour.

*Use the amounts in parentheses for continuous work when rest breaks are not possible. Leaders should ensure several hours of rest and rehydration time after continuous work.

CAUTION: Hourly fluid intake should not exceed 1½ qts. Daily fluid intake should not exceed 12 qts.



Department Safety Representative (DSR),

As a way to identify and train the County's cadre of Department Safety Representatives (DSR), the Human Resources Safety Loss Control Division asks all County employees assigned to department safety representative duties to complete a survey to help us better serve you.

If your assigned to DSR duties, please click the link and complete the short survey. As always, if you need any safety related assistance, please contact us at: (951) 955-3520 or SafetyDivision@rivco.org

SURVEY LINK <https://forms.gle/Um7h2zHXzh9VRKa67>

The Safety Loss Control Division offers Blended Learning Adult / Pediatric

CPR, First Aid and AED Training.

Sign up must be approved by your supervisor.

How does it work?

1. Get your supervisors approval
2. Click the link to select a day to attend the skills session
3. Two weeks prior to your skills session you will receive an email link to start the online portion of your training.

4. Once you complete the online portion print a completion (screen shot works)

5. Bring that to the scheduled skill session day

6. Pass the class and get certified

Click the link for upcoming classes schedule

<https://corlearning.sumtotal.host/Core/pillarRedirect?relyingParty=LM&url=core%2Factivitydetails%2FViewActivityDetails%3FActivityId%3D467%26UserMode%3D0>



SMALL CLASS
SIGN UP TODAY!

GET CERTIFIED