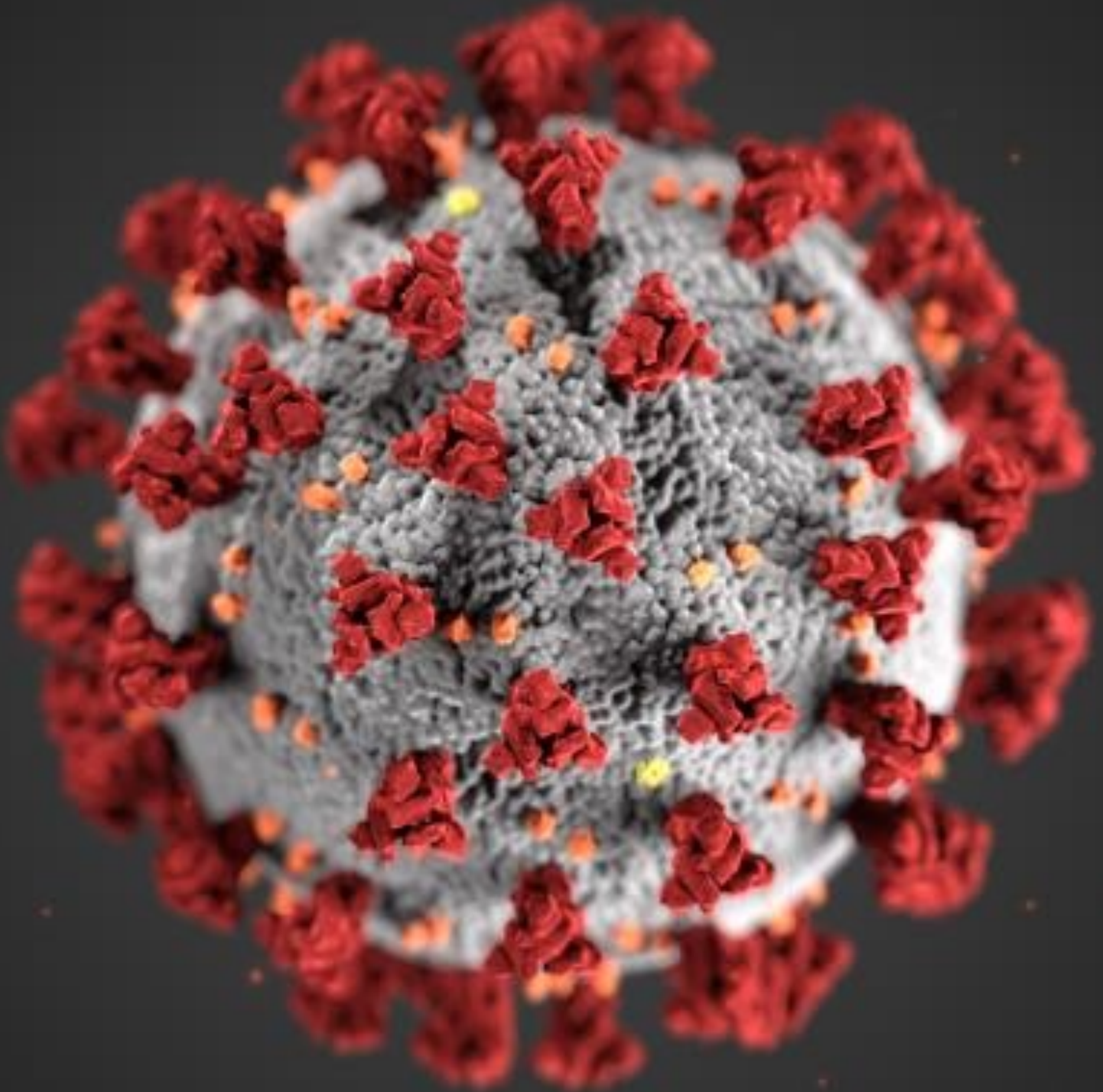


SAFETY MATTERS

Safety and Loss Control Resource



- Aerosol Transmissible Diseases
- Active Shooter Preparation
- Lighting Safety
- Great Shakeout Awareness
- Noise Exposure

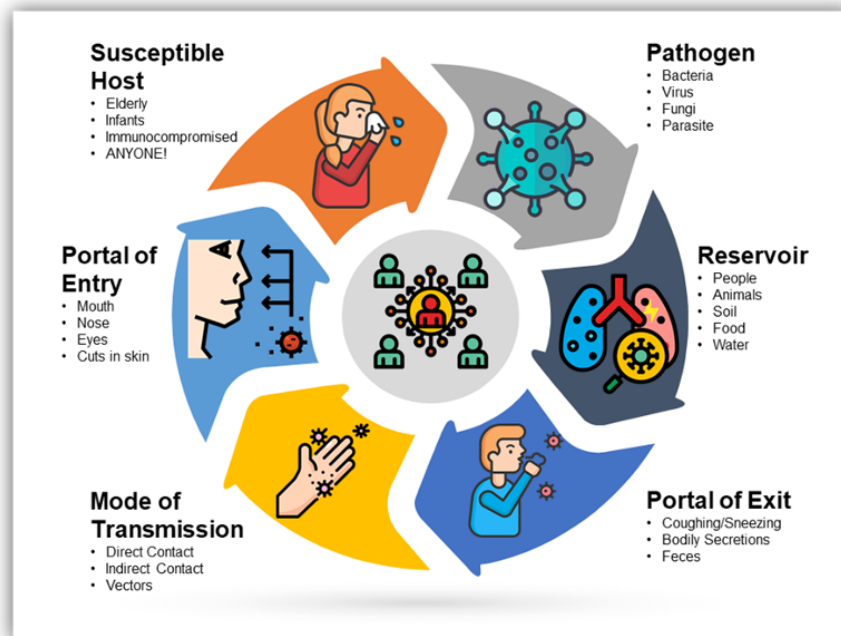
What Are ATD's?

Aerosol Transmissible Diseases (ATDs) are infectious diseases that spread through the air via particles or droplets. Transmission occurs through inhalation or contact with mucous membranes of the respiratory tract or eyes.

- **Airborne Infectious Diseases (AirIDs):** Subset of ATDs transmitted through airborne routes.
- **Aerosol Transmissible Pathogens–Laboratory (ATPs-L):** Pathogens aerosolized in labs
- **Zoonotic ATDs:** Transmitted from animals to humans

How are ATD's Transmitted?

Aerosol Transmissible Diseases (ATDs) are transmitted primarily through the air via infectious particles. Transmission occurs through the **Chain of Infection** steps. If any one of these steps is removed, the likelihood of disease transmission is significantly decreased or completely eliminated:



Droplets vs. Aerosols

Respiratory particles can be classified as being **droplets** or **aerosols** (fine droplets) based on particle size and their aerodynamic behavior. Both droplets and aerosols can be generated during coughing, sneezing, talking or exhaling. The difference is that large droplets settle rapidly, whereas small aerosols can remain airborne and travel over longer distances by airflow.

As for the respiratory tract, aerosols are more likely to be inhaled deeply into the lower respiratory tract (affecting the lungs and alveolar tissues), while larger droplets will remain trapped in the upper airway. For this reason, infections caused by aerosols can lead to more serious illnesses.

able Diseases (ATD's)

Common ATD's and Symptoms

A few ATD Examples:

- Colds
- Flu (including H1N1)
- Covid
- Whooping Cough
- Tuberculosis

Signs and symptoms generally include combinations of the following: coughing and other respiratory symptoms, fever, sweating, chills, muscle aches, weakness and malaise.

How to Protect Yourself and Others

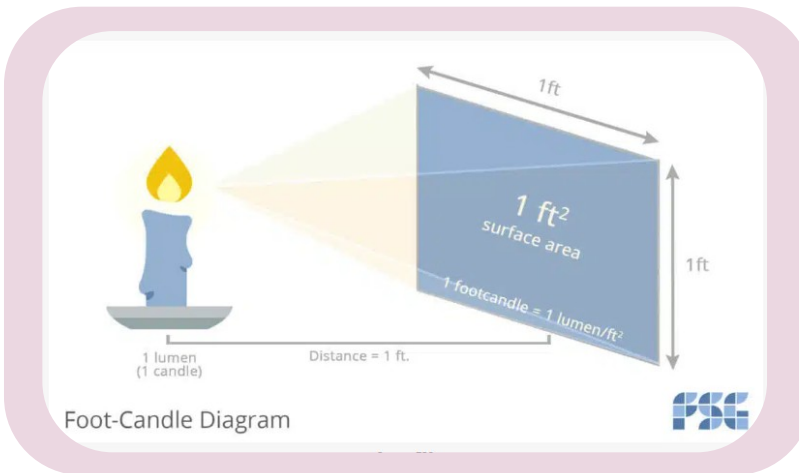
Remember that any break in the Chain of Infection will make a significant difference!

- Practice cough etiquette (cover your cough)
- Wash your hands often using proper hand washing techniques
- Use a Facemask
- Decrease exposure length
- Isolate yourself away from others if your are symptomatic or until you are no longer contagious
- Keep your ATD vaccinations and screenings current



Good lighting isn't just having a bright space. It should enhance your space by providing enough illumination for not only visibility, but comfort as well. Poor lighting can result in a wide range of injuries and incidents. Maintaining appropriate lighting is essential in ensuring your safety, both inside and outside of the workplace.

How is light measured?

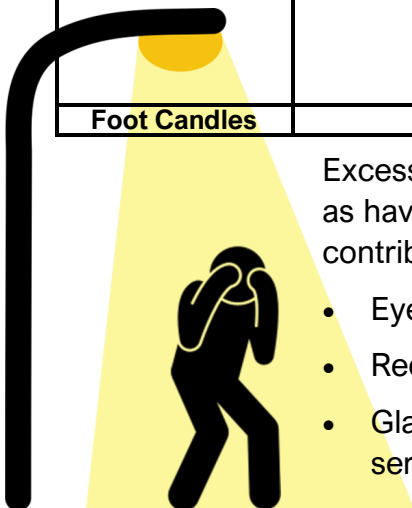


Light is measured in lumens (1 lumen = 1 footcandle). But what does this mean? A footcandle measurement is based on the amount of light that reaches a surface area. Lumen/ Footcandle readings are typically obtained through the use of an instrument called a photometer. However, an easier way to determine if your area's lighting isn't quite right is using your own judgement. If you feel your space is too bright, or not bright enough, then it most likely is.

How illuminated should my space be?

California Code of Regulations Title 8, Section [3317](#) lists the required minimum levels of illumination for Safety. The table below lists illumination levels for common areas based on typical activity levels.

Minimum Levels of Illumination for Safety				
Normal Activity Level	Low	High	Low	High
Areas	Storage Yards Offices Locker Rooms	Loading Areas Warehouses Corridors Washrooms Spray Booths Inspection	Elevators Stairways Assembly Areas Layout Areas	Engine Rooms Process Area Machine Shop Sheet Metal Works Woodworking Shops
Foot Candles	0.5	1.0	2.0	5.0



Excessive lighting can be just as dangerous as having no lighting. Bright light can contribute to:

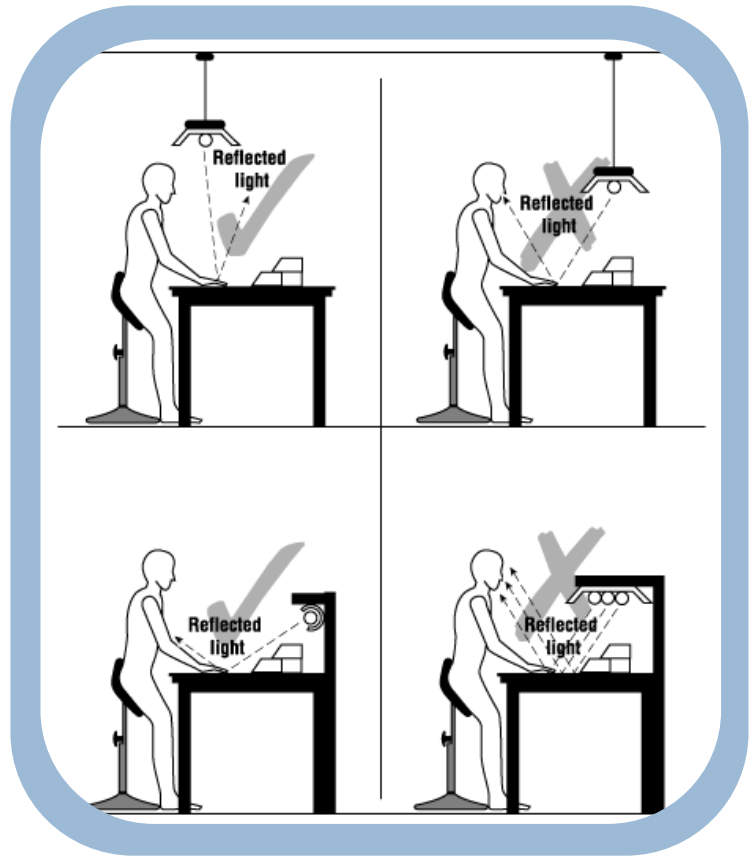
- Eye Damage
- Reduced Visibility
- Glares that can ultimately lead to serious injuries and/or incidents

DID YOU KNOW?

G SAFETY

Reflective Light

Reflective light is light that bounces off a surface. While some surfaces absorb the light, others often time reflect and redirect light. Direct light reflection may cause headaches to individuals with migraines or photophobia, especially if the reflective light is intense or glaring. To avoid reflective light, it is important to remain aware of the placement and direction of your light source.



Staying Safe

When having to work in poor lighting, here are some tips to increase your safety:

- **Make Yourself Visible:** Wearing reflective clothing and avoiding dark clothes can reduce the risk of being struck.
- **Coordinate an Alternative Route:** If possible try to find a route to your destination with adequate lighting
- **Remember to Test:** Make sure your emergency lighting is working properly. Exit signs should light up at all times. If needed, report any lights that are no longer working. This may be a quick fix with a fresh set of batteries.
- **Use the Buddy System:** Poor lighting can contribute to higher crime rates. Stay vigilant and aware of your surroundings
- **Slow Down:** When driving through poorly lit area, remember to slow down and keep an eye out for pedestrians!
- **Stay Ready:** Make sure you're stocked up on emergency lighting supplies like extra battery operated flashlights.
- **Wear Your PPE:** If working in a bright environment, wear UV Protectant eyewear.



Noise Exposure

Noise Exposure—SAVE YOUR EARS!

Occupational noise exposure remains one of the most prevalent health related risks in the United States. According to the National Institute for Occupational Health and Safety (NIOSH) approximately 22 million US workers are exposed to hazardous noise levels each year. Prolonged exposure to high levels of noise can lead to permanent hearing loss, reduced situational awareness, and increased risk of accidents.

Understanding Hazardous Noise

Noise is considered hazardous when it reached or exceeds 85 decibels dBa)

Pneumatic Precision Drill	119
Hammer Drill	114
Chain Saw	110
Spray Painter	105
Hand Drill	98
NIOSH Recommended Exposure Limit	85
Normal Conversation	60
Whisper	30

Sources: NIOSH Noise Meter http://www.cdc.gov/niosh/topics/noise/noisemeter_f.html
NIOSH Power Tools Data Base <http://www.cdc.gov/niosh-sound-vibration/>

as a 8-hour time-weighted average (TWA) . The louder the noise, the less time it takes to damage hearing.

Types of Noise

Noise can be classified into four main types:

- Continuous Noise: Steady and unchanging, like running machinery.
- Intermittent Noise: Starts and stops unpredictably, often varying in volume.
- Impulsive Noise: Sudden bursts, common in construction or demolition.
- Low-Frequency Noise: Deep, hard-to-detect sounds that can still disrupt.

Signs of Hearing Loss

- Ringing in the ears (tinnitus)
- Trouble hearing, “plugged” ears
- Needing to ask other to repeat themselves often



Preventing Hearing Loss— Employers and employees must work together to reduce noise exposure and protect hearing.

Distance Matters

Stay as far away as possible from loud noise sources. Even a few feet can make a big difference

Limit Exposure Time: Limit the amount of time spent in noisy areas when possible.

Turn it Down: Lower the volume on devices, radios, and tools when possible.

Inspect/ Don your PPE: Ensure your hearing protection is in good condition, replaces per manufacturers recommendatio56n, and fit snugly every time.

Report Noise Hazards: If an area seems to loud let your supervisor, leadership, and safety loss control division know—early action prevents permanent damage.

Conclusion

Protect your hearing, Protect your health. By understanding the risks, use proper protection, and following safe work practices we can protect our hearing for life. Whether you're operating machinery, working around loud equipment, or simply passing through a noisy area, always take noise exposure seriously.

Contact the Safety Loss Control Division

SafetyDivision@rivco.org to report concerns.



ACTIVE SHOOTER

What is an active shooter?

An active shooter is someone actively attempting to kill others, using deadly force in a populated area, often using firearms with victims chosen at random. These situations are unpredictable, unfold rapidly, and are extremely violent. It's critical for individuals to be mentally and physically prepared.

Prevention

Every County facility should maintain an Emergency Action Plan (EAP) that includes procedures for active shooter and other workplace violence (WPV) events in accordance with the County's Zero Tolerance Policy for WPV (C-27). To reinforce preparedness and meet the biannual requirement for drills, Departments are encouraged to consider incorporating active shooter drills or table talk exercises into their safety training schedule. Collaboration with your local law enforcement agency and assigned Safety Loss Control Coordinator is recommended.

- Foster a Safe and Aware Workplace by:
- Encouraging staff to report concerning behaviors and threats.
- Promoting a "See Something, Say Something" culture
- Ensuring multiple egress routes in all areas
- Considering keycard access, lockdown capabilities, and controlled public access where appropriate.



R PREPAREDNESS



RESOURCE: [RUN.HIDE. FIGHT FBI VIDEO](#)

Know the Response. RUN.HIDE.FIGHT

If you encounter an active shooter situation, your actions can make the difference.

RUN (Evacuate)

- If a safe route is available, evacuate the area immediately in a direction away from the attacker, leave belongings, help others if possible, and call 911 when safe.

HIDE

- If you can't escape, find a secure place. Lock or barricade doors, silence devices, and stay out of sight.

FIGHT

- **As last resort**, and only if your life is in immediate danger, act decisively to disrupt or incapacitate the shooter.
- Use available objects as improvised weapons
- You are fighting for your life. Don't fight fair!

WHEN LAW ENFORCEMENT ARRIVES

Law enforcement's priority is to stop the shooter. Officers may arrive in tactical gear and will move quickly toward the last known location of the threat. Remain calm, follow instructions, drop any items, and keep your hands visible with fingers spread. Avoid sudden movements, yelling, or approaching officers. Provide key details if possible—shooter's location, description, weapons, and number of victims. Initial officers will not assist the injured; medical teams will follow. Once evacuated, stay at the designated area until cleared to leave by law enforcement.



WHEN IT'S SAFE TO DO SO

STAY ALERT, STAY PREPARED, AND STAY SAFE.

Get Ready to ShakeOut.

October 16, 2025

Register: ShakeOut.org



THE GREAT SHAKEOUT 2025: DROP, COVER, AND HOLD ON!

Earthquakes can strike without warning, and California is no stranger to seismic activity. That's why millions of people across the state participate in the Great ShakeOut Earthquake Drill each October. For 2025, the County of Riverside will join in the statewide drill to help staff and departments strengthen emergency preparedness.

What is the Great ShakeOut?

The Great ShakeOut is an annual opportunity to practice how to stay safe during an earthquake. The drill promotes earthquake readiness and encourages individuals, schools, and organizations to review and improve their emergency plans.

This year's drill will occur on Thursday, October 16, 2025, at 10:16 AM.

Why it Matters?

- California experiences over 10,000 earthquakes per year, most too small to feel, but the risk of a major quake is real.
- Practicing safety measures helps reduce panic and injury when real earthquakes occur.
- Emergency preparedness builds a culture of resilience across the County workforce and community.
- Preparedness is not just for safety teams — it's a shared responsibility that empowers **everyone** to respond confidently during a crisis.

Cal/OSHA Guidance

Under the California Code of Regulations, Title 8, Section 3220 (Emergency Action Plan), employers are required to develop and maintain emergency procedures for events like earthquakes.

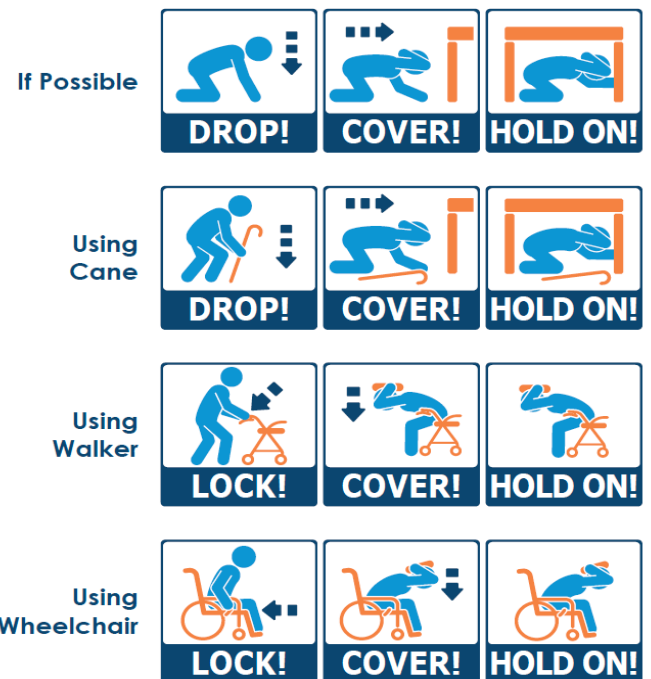
This includes:

- Procedures for evacuation and shelter-in-place
- Emergency contact roles and responsibilities
- Annual training and drills

During the ShakeOut Drill, Practice the Three Key Actions:

- **DROP** to your hands and knees to protect yourself from falling.
- **COVER** your head and neck under a sturdy desk or table.
- **HOLD ON** to your shelter until the shaking stops.

If You Feel Shaking or Get an Alert:



EarthquakeCountry.org/step5



Countdown to ShakeOut



Use the countdown below to ensure everyone in your organization has the opportunity to participate in your ShakeOut drill.

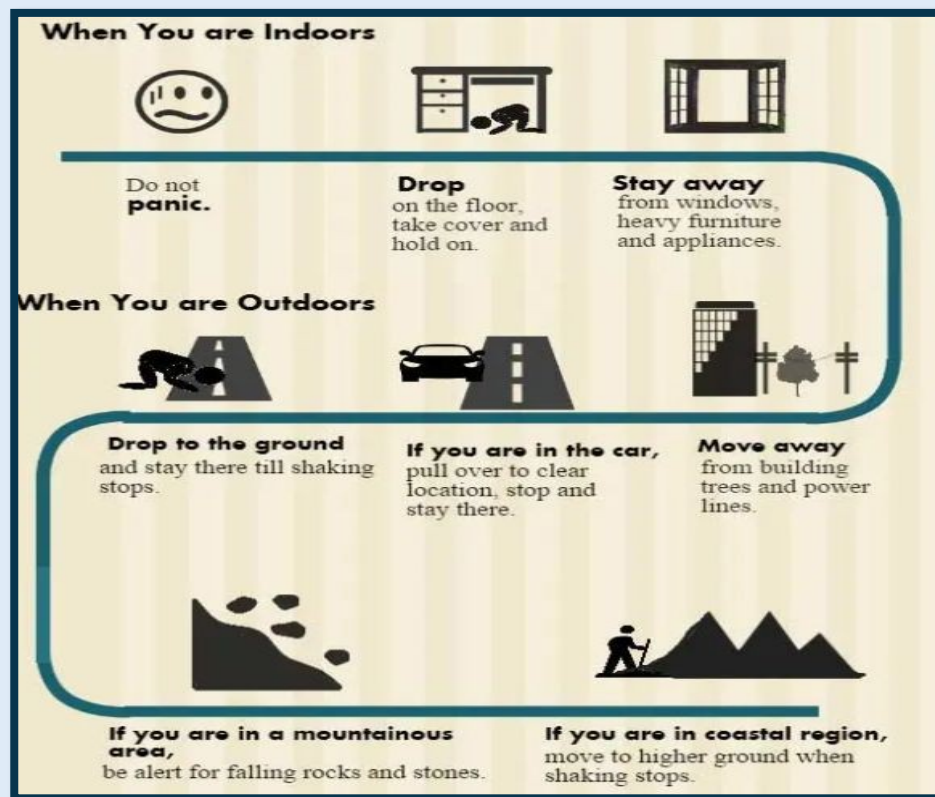
- 6 Register your organization** to participate at ShakeOut.org/register.
 - Include the number of people participating organization-wide.
 - Encourage employees to also practice earthquake safety at home.
- 5 Meet with department leaders** to review plans, determine the level of drill your organization will conduct, and who will participate. Drill manuals are available on the ShakeOut.org website resources section with instructions for these levels:
 - Level 1 – Simple: Drop (or Lock), Cover and Hold On
 - Level 2 – Basic: Life Safety Drill
 - Level 3 – Intermediate: Decision-Making Discussion and Drill
 - Level 4 – Advanced: Business Operations Discussion and Drill
- 4 Create an exercise plan** that describes your drill's goals, the timeline of what will happen (even if just Drop/Lock, Cover, and Hold On), and a feedback session after the drill to identify what went well and what can be improved. Share the plan with your participants.
- 3 Encourage suppliers, contractors, partnering organizations, and others** in your network to participate – to improve earthquake resilience – and share ShakeOut resources with them. Consider other steps that may prepare your organization, such as having agreements in place to ensure that the services or products you rely on will be available after a disaster.
- 2 Create an employee awareness campaign:**
 - Post ShakeOut banners and signs throughout your organization to encourage and remind employees, vendors, and customers to participate.
 - Email employees with information and tips on how to prepare at home and at work.
 - Encourage employees to share ShakeOut-related messaging via email and social media.
- 1 Review and use other ShakeOut resources** during your drill, such as:
 - Drill broadcast audio and video recordings
 - Earthquake safety accessibility tips (EarthquakeCountry.org/accessibility)
 - Custom guidance for people in stores or other situations
- 0 Hold your drill on ShakeOut day (or an alternative date, if necessary).**
 - Have post-drill discussions to hear what people learned and plan next steps to continue to increase earthquake preparedness.



What To Do During an Earthquake

Ensure the following:

- Designate an individual to act as an **Evacuation Leader** for your department, team, or area of the building.
- Appoint a person (or persons) responsible for performing a **headcount** once evacuees reach
- designated safe zone.
- Identify staff members who are trained in first aid and assign them as **First aid point of contact**
- during an emergency.
- Designate **Floor Wardens** for each floor or section of the building, as well as alternate in case primary absent.



BE EARTHQUAKE READY: PREPARE YOUR WORKSPACE AND TEAM

Before the ShakeOut

- Review your department's Emergency Action Plan (EAP).
- Secure heavy objects, bookshelves, and electronics.
- Ensure go-kits and first aid supplies are stocked.
- Conduct tabletop exercises with your team.

During the Drill

- At exactly 10:16 AM on October 16, sound the alarm or announce the start of the ShakeOut.
- Everyone should Drop, Cover, and Hold On for **at least 60 seconds**.
- Supervisors should note participation and identify any issues.
- Emphasize no re-entry into unsafe spaces until officially cleared.

After the Drill

- Debrief with your team: What went well? What needs improvement?

- Update emergency contact lists or evacuation maps if needed.
- Submit participation feedback to your Safety Coordinator.

Earthquake Preparedness Tips

- Know at least two exits from your building.
- Identify safe spaces away from windows, shelves, or overhead hazards.
- Keep a flashlight and emergency whistle at your workstation.
- Maintain comfortable footwear in case of evacuation.
- preparedness saves lives.

Post-Great ShakeOut Discussion?

1. What did you learn by practicing how to protect yourself?
2. What might fall on you or others if a real earthquake happened now right now? How might you move or secure those items so they won't cause injury?
3. If power goes out in your area for several days or more, how long will cell phone batteries last? Do you or your family have a "powerbank" charger for phones?
4. How would you contact your family or others? Communicating via text or apps may be possible when calls are not.
5. What should you have in a disaster supplies kit?
6. What can you do now to improve your personal earthquake preparedness?
7. Is your Injury and Illness Prevention Plan current?

How can you write your IIPP?

There is HELP available from the Cal/OSHA website @ <http://www.dir.ca.gov/dosh/etools/09-031/> called eTool.

This eTool will produce a written IIPP for you by answering a set of questions (see [How to Create Your Written IIPP - Questions](#)). Each of your answers will automatically appear underlined in a written IIPP which is specific to your workplace. To produce a complete written IIPP you must fully answer all the IIPP questions.

Important Facts:

- Review your IIPP at least annually, or whenever your workplace changes.
- Keep a printed and digital copy on hand.
- Train all employees on the IIPP
- Use your IIPP to drive a culture of safety — not just for compliance.