

SAFE WORK

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

SUMMER 2003
 Vol.1 No.1

What's Inside

Legally Yours
2

Student Program
3

Hand Injuries in
 Manitoba Workplaces
4

Training Program
7

Training Program
 Schedule 2003-2004
8

*Document available
 in French/Cette
 information existe
 également en
 français au:*

www.gov.mb.ca/labour/safety/index.fr.html

For further information
 please contact the
 Workplace Safety
 and Health Division

SAFE WORK Campaign

You've seen and heard the SAFE WORK television and radio commercials; advertisements in local newspapers, and billboard signs. It's about building a strong workplace safety and health culture in Manitoba, and it's our new look!

The new brand is a result of a major SAFE WORK campaign launched by the Province of Manitoba and the Workers Compensation Board on June 16, 2003 to draw attention to the urgent need to prevent workplace related injuries, illness and deaths in the province.

The public awareness campaign is the cornerstone of the SAFE WORK initiative, which grew out of the 62 recommendations of the Minister of Labour and Immigration's Review Committee on Workplace Safety and Health. With the participation of industry, labour and educational organizations, this initiative also includes:

- Education;
- Training;
- Updated regulations on workplace safety and health; and
- Promotion and enforcement of responsible workplace safety and health practices.

Over the summer months and again in September, public ads will promote the four-step SAFE model for preventing occupational injury and illness:

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We know that a workplace injury not only affects the worker. It also affects families, co-workers, employers and the community. By encouraging thought before action, our goal is to change unsafe work practices.

SAFE WORK is everyone's responsibility. Whether you work on an assembly line, road crew or in an office; if you're the owner, contractor or supervisor - we all share responsibility for preventing needless workplace tragedies. By working together, we can make workplaces safer and healthier for all Manitobans.

LEGALLY YOURS

In the pursuit of the objectives of *The Workplace Safety and Health Act* (Chapter W210), it is necessary to prosecute individuals or firms who are in contravention of the Act. Publication of this information is intended to inform and educate both employers and workers of the responsibilities that are **legally yours** in the hope that some may learn from the experiences of others. Any similarity between the names of persons charged and those not connected with the infraction or operation are coincidental.

COURT DATE	PERSON/CO. CHARGED	CONTRAVENTIONS	TOTAL PENALTIES
Nov 15/02	Dueck's Mechanical Inc.	Failure to maintain a machine that was safe. W210 4(2)(a) Failure to notify the Workplace Safety and Health Division of a serious accident. M.R. 108/88R Sec. 8	\$15,000 + \$ 2,250 (Victims' Surcharge)
Nov 21/02	E-Mac Design and Manufacturing	Failure to provide information, instruction, training and supervision. W210 4(2)(b) Failure to notify the Workplace Safety and Health Division of a serious accident. M.R. 108/88R Sec. 8 Failure to guard a machine so far as was reasonably practicable. M.R. 108/88R Sec. 15(a)	\$15,000 + \$ 2,250 (Victim's Surcharge)
Nov 28/02	Lemax Corporation	Failure to ensure safe work procedures. W210 4(2)(a) Failure to guard a machine so far as was reasonably practicable. M.R. 108/88R Sec. 15(a) Failure to provide information, instruction, training and supervision. W210 4(2)(b)	Stay of Proceedings
Dec 16/02	Transcona Roofing Ltd.	Failure to conduct undertaking to ensure persons not in its employ are exposed to risk. W210 4(2)(d) Failure to provide adequate instruction, information, training, supervision and facilities. W210 4(2)(b) Failure to ensure supervisors were acquainted with hazards. W210 4(2)(c)	Stay of Proceedings
Dec 16/02	Shopost Iron Works (1989) Ltd.	Failure to guard all dangerous parts of machinery. M.R. 108/88R Sec. 15(a)	\$10,000 + \$ 1,500 (Victims' Surcharge)
Jan 10/03	S & J Construction Ltd.	Failure to provide adequate means of ventilation. W210 Sec. 4(2)(a)	\$12,500 + \$ 1,875 (Victim's Surcharge)
Jan 17/03	Transcontinental Printing GT Inc.	Failure to ensure that a worker used safe work procedures. W210 Sec. 4(1)(a) Failure to guard dangerous parts of machinery. M.R. 108/88R Sec. 15(a)	\$30,000 + \$ 4,500 (Victim's Surcharge)
Feb 6/03	Westfair Foods Ltd. operating as Display Fixtures	Failure to notify the Workplace Safety and Health Division of a serious accident. M.R. 108/88R Sec. 8	\$ 5,000 + \$750 (Victim's Surcharge)
Feb 14/03	72579 Manitoba Inc. operating as Pre-Con Builders	Failure to ensure the provision and use of an adequate means of ventilation. W210 Sec. 7	\$12,500 + \$ 1,875 (Victim's Surcharge)

Safety and Health for Young Workers: A New SAFE WORK Student Program

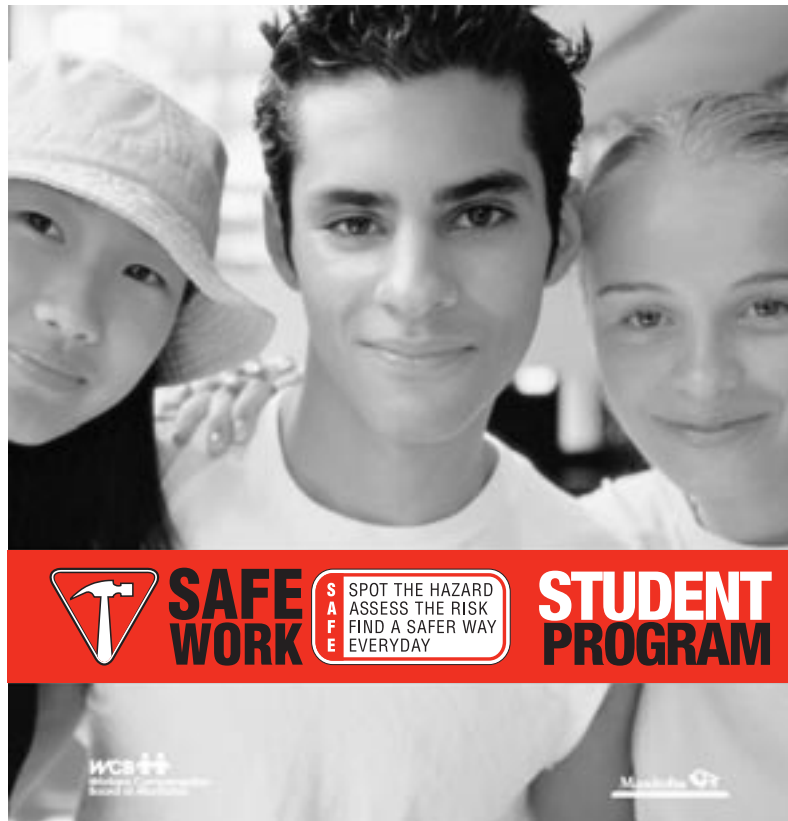
- by Judy Fraser

A new SAFE WORK Student Program has been developed for use in Manitoba in response to the growing concern about the high risk of injury to young workers (those persons between the ages of 15 and 24). The program consists of a resource binder – a modular format for teaching students and young workers basic concepts of safety and health. There is also a document titled, **“Keeping Your Facilities SAFE”** –

a support document specifically geared toward Industrial Arts teachers.

This program was developed to encourage and support teachers/instructors in their role in developing and instilling safe attitudes in students that will carry on from the classroom to the workplace. The intended users are Industrial Arts/Technology education teachers, classroom teachers, vocational teachers, alternative education providers, work placement coordinators, youth employment program staff, and school and job counselors.

The program provides opportunities for students to develop and practice general safety and health skills that can be taken from job to job. These skills include



the ability to recognize hazards, how hazards can be controlled, and knowing about workers' rights and responsibilities in the workplace. It is intended that these general skills provide the needed background information and awareness prior to the job-specific safety and health training they must receive from an employer. The industrial arts component includes resource material that can be used

directly within a facility. For example, there are signs, an instructor checklist, a WHMIS component and other helpful material.

Every senior high school and schools with Industrial Arts programs will receive the resource materials to be used in a program where educators feel they fit best. For example, they may be used in a health class, in an industrial arts class, and perhaps even as an assignment in Language Arts or drama class.

In the Fall of 2003, workshops will be held across the province to introduce the materials to educators – watch for one in your area!

Hand Injuries in Manitoba Workplaces

- by Giselle Stuve and Norma Alberg

We work hard and we play hard but are we adequately protecting our hands from everyday hazards? Your hands should not be taken for granted. Trauma to your hands can affect everything you do, sometimes for the rest of your life.

Almost one of every four Manitoba workplace injuries is hand related (23%). Of these hand injuries, one in three will result in an average of 15 days of lost time from work. In 2002 alone, Manitoba workers reported over 8 thousand hand injuries to the Workers Compensation Board, totaling close to 43,000 days lost from work.

1. WHO injures their hands?

More than 25% of all hand injuries occur to young workers age 15-24. The group of 15-19 year old workers suffers over 40% of their injuries to their hands. For 20-24 year olds, this drops to 30% of injuries, and gradually goes down to between 18-20% of injuries by age 35.

2. WHAT kinds of injuries happen while using your hands?

Although the most common timeloss injury is a cut (Figure 1), amputations, crush injury and fractures resulted in over 40% of the days lost due to hand injury in 2002 (Figure 2). Of these 600 serious injuries, more than one half of them were due to hands being caught in moving machinery and parts.

FIGURE 1.

Hand Injuries, by DIAGNOSIS – Claims in 2002

Cut	46%
Crush Injury	12%
Strain/Sprain	8%
Fracture	8%
Puncture	7%
Burns	5%
Musc/Skeletal	3%
Amputations	3%
Other	3%
Avulsions	2%
No diag. recorded	1%
Skin Conditions	1%
Dislocation	1%

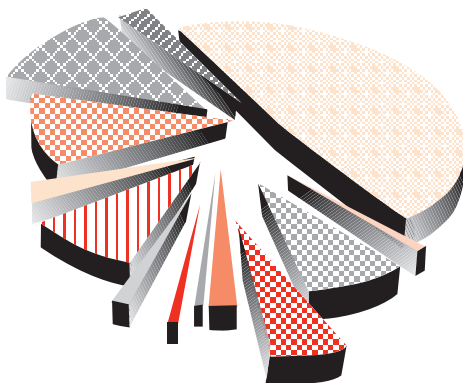
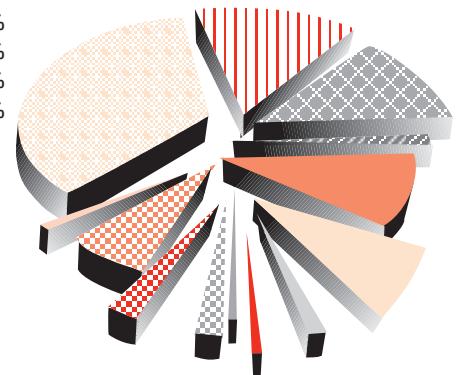


FIGURE 2.

Hand Injuries, by DIAGNOSIS – Days lost in 2002

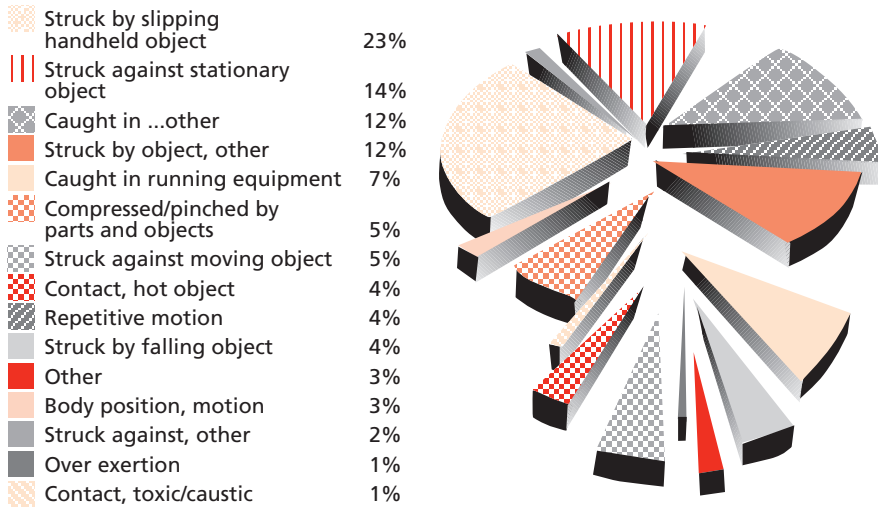
Cut	32%
Fracture	17%
Crush Injury	12%
Amputations	11%
Musc/Skeletal	9%
Strain/Sprain	6%
Puncture	3%
Burns	3%
Other	2%
Avulsions	2%
No diag. recorded	1%
Skin Conditions	1%
Dislocation	1%



3. WHEN is the risk of hand injury increased?

Figure 3 shows that 84% of the timeloss hand injuries occur when the hand is “struck by an object” (39%), “struck against an object” (21%), or “caught or compressed in, under or between rolling, sliding, moving parts” (24%). The single largest injury event category is being “struck by a slipping handheld object”.

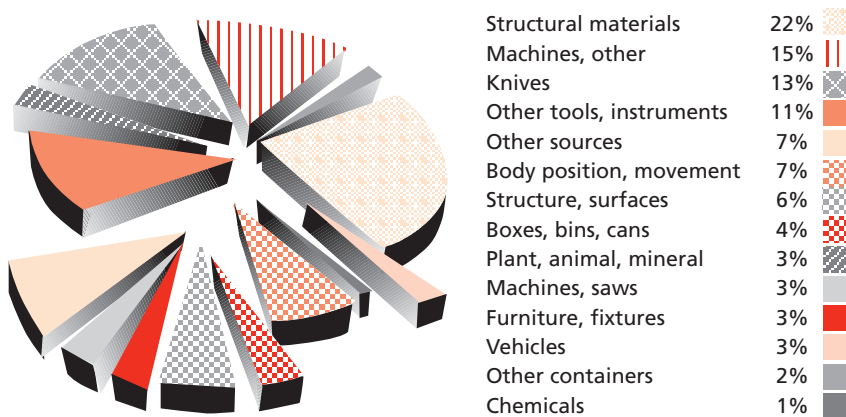
FIGURE 3.
Hand Injuries, by TYPE of EVENT – Claims, 2002



4. WHY are hands being injured?

Machines account for about 10% of the timeloss hand injuries. Within the machine group, 19% are due to stationary saws, the most frequent one being the table saw (53 cases in 2002). The remaining 90% of hand injuries occur when we work with objects that we may perceive to be of low risk for injury. Figure 4 presents a summary of the sources of hand injuries.

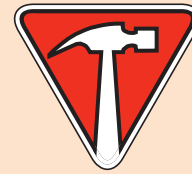
FIGURE 4.
Hand Injuries, by SOURCE – Claims, 2002



5. WHERE are the hand injuries occurring?

WCB has grouped similar industries into more than 200 rate groupings for the purpose of assessing insurance premiums. Even though hand injuries occur across all industries, Figure 5 presents a listing of only 9 of these sub-groups. These 9 industry groups account for just over one half (52%) of the workforce covered by WCB and they reported approximately 2/3 of all Manitoba injury claims in 2000. Although their hazards and injury experience are different, collectively, these groups had almost 3/4 of the hand injury claims in 2000. The right hand column in Figure 5 reads, "...In the restaurant sector, 47.2% of their claims are for hand injuries."

continued on page 6



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Visit our WEB page at
www.gov.mb.ca/labour/safety/
and provide your comments to
the editor of Safe Work
- Darlene Muisse at
dmuise@gov.mb.ca

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FIGURE 5.
Hand Injuries, by INDUSTRY SECTORS – Claims, 2000

	% of WCB covered workers	% of Total Claims	% of Hand Injury claims	Hand injury proportion
Restaurants	6.1	6.0	13.0	47.2
Mfg. Doors, Windows	0.5	3.0	7.0	45.2
Supermarkets, Grocery	8.3	1.0	3.0	44.2
Mfg. Furniture	1.7	8.0	13.0	33.5
Meat Packing	0.8	5.0	7.0	28.1
Mfg. Vehicles	1.0	7.0	7.0	18.6
Mining	1.0	3.0	3.0	16.2
Health Care	12.6	15.0	10.0	13.5
Self-Insured eg. City, Prov	15.1	16.0	10.0	13.3

What other factors are associated with these injuries?

All types of tools and equipment in daily use can be potentially dangerous when used improperly. Several factors contribute to an increased risk of injury in these situations. They include a worker's inexperience, inadequate training, distractions during a task, inadequate lighting, not having or not using the correct tool for the job, rushing, horseplay, no lock out/tag out systems, and even left handed workers operating right handed tools or equipment. Other contributing factors at the work site include poor identification and awareness of hazards, inadequate use of guards, and lack of safe operating procedures.

How can you protect your hands from injury?

There are many types of control measures available, depending on the task or hazard. When operating equipment, your hands should always have a reasonable safe working zone away from the moving part to avoid unintended contact with these parts. An example is operating a radial arm saw – a minimum 6" on either side of the blade would be considered a safe zone. If a safe work zone cannot be achieved then engineered control measures must be considered, such as light sensor guards, actuators, hold down or clamping mechanisms, physical guards, blocking, or push sticks for ensuring safe work operations.

Personal Protective Equipment (PPE) for the hands come in many forms, each designated for specific hazards. Sometimes barrier type creams are used as a hand protection. Often gloves are used and are usually made from leather, cotton, rubber, synthetic rubbers and other man made materials, or combinations of these materials. When selecting hand PPE, remember to carefully match the protection to the hazard and the task. If in doubt about the selection for hand PPE, consult your safety supplier, material safety data sheets (MSDS), or your local Workplace Safety and Health Office. **It is NOT recommended to wear gloves if your hands are near moving equipment.**

If gloves are a requirement for your job function you should follow these steps:

- (a) Choose a material and style of glove that is best suited to the hazard and job.
- (b) Follow the manufacturers instructions carefully.
- (c) Inspect and test gloves for defects before using them.
- (d) Ensure your gloves fit properly.
- (e) When working with chemicals, review the (MSDS) material safety data sheet. Remember to wash the gloves before taking them off.

Remember ...

- **S**pot the hazard...
- **A**ssess the risk...
- **F**ind a safer way...
- **E**veryday!

Think before you reach! And reach for safety!

NEW & REVISED

Workplace Safety & Health Division

Training Programs:

NEW - LEVEL ONE

SAFETY and HEALTH COMMITTEE DEVELOPMENT

The Workplace Safety and Health Division is now offering a two-day course to assist committee members, managers, and workers develop effective safety and health activities at their workplace.

The Level One Safety and Health Committee Development is not just a basic run through the legislation. You will work your way through the rights and responsibilities of a committee; the role of the committee in the Internal Responsibility System; and identifying hazards and recommending controls for those hazards. You will also learn about and work through the steps in a right to refuse dangerous work situation, and come forward with recommendations for resolution.

The new safety and health training program gives your committee several ways to help the employer make your workplace safer and healthier.

REVISED

INTRODUCTION TO OFFICE ERGONOMICS

This course will teach you the tools necessary to address ergonomic concerns within the office setting. Easy to use, step-by-step instructions on how to identify and prevent or reduce the occurrence of musculoskeletal injuries will be discussed. This course is designed for safety and health committee members who, in turn, will be able to pass the information on to office staff at their workplace. Attendees are requested to bring their questions and concerns as all aspects of office ergonomics will be addressed.

REVISED

INTRODUCTION TO INDUSTRIAL ERGONOMICS

This course will focus on practical and affordable solutions to prevent or reduce work-related musculoskeletal disorders in the industrial workplace. Demonstrations and real life examples will be used to foster learning for those in attendance. Attendees are requested to bring questions and concerns from their own workplace in order to understand the ergonomic principles used to make effective changes in the workplace.

Look for our training calendar in this issue of the SAFE WORK newsletter and sign up for our NEW and REVISED training programs!

FARM SAFETY and HEALTH

Three (3) new resources are now available for people seeking farm safety and health information:

1) Farm Family's Guide to Safety and Health

- A basic overview of what a farm safety and health program should include. It is supplemented with samples of safety and health checklists.

2) Web site

- Unveiled in November, 2002, this Web site is regularly updated with new resources for producers, children's farm safety activities, and a contact list for those seeking specific information. Check it out, at: www.gov.mb.ca/agriculture/farmsafety

3) CD-Rom, containing:

- The Farm Family's Guide to Safety and Health
- North American Guidelines for Children's Agricultural Tasks (French and English)
- A Guide for Making Farms Safe for Seniors

All of the information is in PDF format for easy printing.

Training Program Schedule 2003-2004

All courses are FREE OF CHARGE * (except Blaster Certification - see details below)

Location Legend:	W - Winnipeg 200-401 York Ave Wpg. MB (204)945-3610 Fax: (204) 948-2209	B - Brandon 304 - 340 9th Street Brandon, MB (204) 726-6361 Fax: (204) 726-6749	P - The Pas T - Thompson <i>(For the above, check with Brandon Office for course location)</i>	S - Swan River D - Dauphin <i>(For the above, check with Brandon Office for course location)</i>	F - Flin Flon R - Winiker
			H - Steinbach E - Portage la Prairie <i>(For the above, check with Winnipeg Office for course location)</i>	A - Altona K - Selkirk	

COURSE LISTING:	SEPT. 2003	OCT. 2003	NOV. 2003	DEC. 2003	JAN. 2004
LEVEL 1 (2-day course) Overview on the rights and responsibilities of people in the workplace for: meetings, hazard recognition and control, incident investigation, inspections and right to refuse situations.	9&10-B 23&24-W 29&30-W	1&2-F 21&22-W 21&22-T 28&29-W	4&5-K 25&26-R 18&19-W 19&20-A 25&26-W	9&10-B 16&17-E 9&10-H 10&11-W 16&17-W	7&8-W 13&14-W
Hazard Recognition and Control Recognizing and controlling hazards in the workplace, including how to complete a job safety analysis and conduct an inspection.	25-B 25-W	7-F 16-W 28-T	13-E 20-W	16-B 18-W	7-K 15-W 28-R
Investigating Workplace Incidents Overview on how to conduct an incident investigation at your workplace. Includes techniques for information gathering, interviewing witnesses and preparing the report.	11-B 11-W 22-W	7-W 29-T 9-A 30-W 15-W	6-P 28-W 7-W 14-W	2-W 11-B 3-H 12-W 5-W	5-W 21-W 28-W
Workplace Hazardous Materials Info System How to maintain an effective program for: Labeling, Material Safety Data Sheets, Worker education for hazardous/controlled products.	16-F 26-W 17-T 19-W	6-W 23-W 15-B 16-B	6-W 27-W	8-W 19-W	9-W 29-W
Workplace Health Hazard Regulation WHHR Required inventories & evaluations of controlled products, monitoring worker exposure, occupational exposure limits, record maintenance.	18-T	17-W	21-W		16-W
Introduction to Office Ergonomics Overview on how to recognize and prevent typical office injuries, and how to set up office workstations for maximum comfort and efficiency.		3-W 7-T	4-W 25-B	3-W	20-W
Introduction to Industrial Ergonomics How to start and maintain an effective ergonomics program in an industrial setting. Includes techniques for conducting ergonomic interventions.		8-T 24-W	13-W 26-B	4-W	30-W
* Blasting Blaster Training Course and Examination or Re-examination to acquire Blaster's Certificate.	18-W		4-D 19-F 5-S 20-T 18-P	9-W 12-B	

Classes start at 8:30 a.m. and end at 4:00 p.m.

*** Blaster Certification Course Fee (includes GST):**

Blaster Course & Exam - \$53.50 Blaster Training Course - \$26.75 Blaster Examination / Rewrites - \$26.75
(Forward course payment and registration form to Wpg/Bdn office.)

- Return of tuition fees (course costs) will be made, provided 14 days notice.
Note: Blaster Course can be taken without writing the exam, and vice versa.

COURSE REGISTRATION FORM:

- Instructions for registration now available on W.S.&H. Division Internet Web site at <http://www.gov.mb.ca/labour/safety/select> "Events/Training Courses"
- E-mail completed form to: sludwig@gov.mb.ca
- **ONLY IF YOU DO NOT** HAVE COMPUTER ACCESS, call or fax either the Winnipeg or Brandon office to receive a form.
- Please submit any registration changes at least 5 days prior to class date.