



HEALTH AND SAFETY BULLETIN

August 2021

A focus on inspections!

[Workplace inspections](#) help to identify and record hazards as well as allow for preventative maintenance. Inspection procedures are used to catch things that may be missed in our day-to-day work and help to prevent accidents.

Plus, regular inspections of work sites are a requirement under the OHS Act (Part 5 Section 37).

In This Issue

- Work Site Inspections
- Plus Back-to-School tips!

August Awareness

Gastroparesis Awareness Month	
Spinal Muscular Atrophy Awareness Month	
Immunization Awareness Month	
Heritage Day:	2
Dying to Know Day:	8
International Youth Day:	12
International Lefthanders Day:	13
Back to School Prep Day:	15
World Humanitarian Day:	19
World Mosquito Day:	20
Women's Equality Day:	26
Day of the Victims of Enforced Disappearances:	30
Grief Awareness Day:	30
International Overdose Awareness Day:	31

3 CAUSES OF ACCIDENTS





[Image source](#)

Work Site Inspections

While Branch Managers are responsible to ensure monthly inspections are completed, any employee may be assigned to perform the inspections such as:

- ⇒ HSE-230D(i) Vehicle Condition Report (Driver Inspection)
- ⇒ HSE-234D(iii) Office and HSE-234D(i) Lab Inspections
- ⇒ HSE-234D(ii) Mobile Worksite Inspection

A monthly inspection covers far more than a vehicle condition report, like preventative maintenance items, i.e. fluid levels, tire condition, emergency supplies, etc. Regular inspections help mitigate potential hazards by ensuring there are adequate supplies, equipment is in good condition, and identifying potential hazards and deficiencies.

Hazards to keep an eye out for include:

Safety Hazards

- I.e. inadequate machine guards, unsafe work practices, unsafe workplace conditions .

Biological Hazards

- Caused by organisms such as viruses, bacteria, fungi and parasites, i.e. dirty dishes, waste improperly disposed of

Chemical Hazards

- Caused by a solid, liquid, vapour, gas, dust, fume or mist.

Ergonomic Hazards

- I.e. repetitive and forceful movements, awkward postures arising from improper work methods, poorly designed workstations, tools, and equipment.

Physical Hazards

- Caused by noise, vibration, energy, weather, heat, cold, electricity, radiation and pressure.

Psychosocial Hazards

- Affects mental health or well-being, i.e. overwork, stress, bullying, or violence.

QUESTION!

RAE Staff who answer correctly will be entered in a \$25 draw *plus* Safety Rewards Points! Email responses to raesafety@raeengineering.ca by 8am Friday 27 August 2021, the winner will be announced that afternoon.

Back to School

Whether you have kids of your own or just live in the world among them, now is a time for [back-to-school prep](#).

- Check in with your child's school/teacher to see what protocols are in place—COVID protocols may differ from school to school or even classroom to classroom
- Start getting into the school routine now to make for an easier adjustment come Sept. with bed times, waking up, and meal times.
- Ensure kids use the ergonomic features for backpacks, that means both straps to evenly distribute the weight.
- For kids learning from home, use the Ergonomics part of the HSE manual to help them learn safely
- Start picking up school supplies early to beat the rush, ensure items are in stock, and spread out the cost.



Informative Links

- [Inspect to Correct: Effective Workplace Inspections](#)
- [Effective Workplace Inspections](#)
- [HSE-230D\(i\) Vehicle Condition Report \(00..029.721\)](#)
- [HSE-234D\(i\) Monthly Lab Inspection \(00.178.203\)](#)
- [HSE-234D\(ii\) Monthly Mobile Inspection \(00.178.204\)](#)
- [HSE-234D\(iii\) Monthly Office Inspection \(00.178.202\)](#)
- [Back to School Safety Checklist](#)
- [Back to School Safety First](#) (free ebook, \$9 paperback)
- [Safety Tips for working at site, office, home, driving](#)
- [Open for Summer Vaccine Lottery](#) (two draws left!)
- [Outdoor Adventure Vaccine Lottery](#) (another lottery!!)
- [RAE HSE Manual \(00.178.618\)](#)

With RAE's four offices, how many Office Work Site Inspection forms should be completed each year?

- A) 12
- B) 48
- C) 24
- D) 36