



# PPD ES&H Newsletter

May 2010

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## Changing Font & Reducing Margins to Save Paper and Ink

There have been recently published studies about the use of [Century Gothic font](#) saving ink (which in turn can save money and reduce impact on the environment). It has been proven that Century Gothic uses 31% less ink than Arial, when printing. [University of Wisconsin—Green Bay](#) is hoping the switch to Century Gothic font in their email system will bring them a savings of at least a couple thousand dollars in toner. If interested, try using Century Gothic font when printing documents and emails.

You may have also heard about the [Change the Margins](#) campaign. This campaign is pushing for the default margins of Microsoft documents to be reduced from the current default of 1" on each side (for Microsoft Office 2007), to 0.75" on each side.

While Microsoft has not adopted this default setting, you can set up your Microsoft products with a default margin. Read [here](#) to find out how.

\*\*\*The most effective way to prevent using unnecessary ink and paper will always be to not print unless you absolutely need to.

## Chemical & Food Storage



Please note that when storing personal food items, it is best practice to avoid storing your food with chemicals, even items like window cleaner and lubricants. This practice will help prevent inadvertent ingestion of chemicals.

## Emergency Stickers for Phones

Have you checked your office/building's phone lately to make sure you have a "IN ANY EMERGENCY DIAL 3131" sticker and that it is legible? If your phone is missing the sticker, or you can no longer read it, please contact your building manager or a member of [PPD ES&H](#) to obtain one.



## Soldering Safety

- For employees/users who perform soldering, please note the following safety procedures:
- Safety glasses are recommended, as well as long sleeve shirts and pants because the solder can spatter
    - \* A [PPE hazard assessment](#) will determine what types of PPE may be required for this task. Please conduct and document an assessment.
  - Perform soldering in a well-ventilated area to avoid exposure to toxic fumes
    - \* A bench-top fume extractor may be necessary, review the MSDS for the solder.
  - Wash your hands immediately after soldering to remove toxic metals (e.g. lead) and avoid ingesting those metals.
  - Clean the work area thoroughly and regularly to remove toxic metal residues/dusts from work surfaces.
  - Dispose of soldering waste properly
    - \* Some solder contains lead or other metals that cannot be disposed of in the general wastestream. Collect all solder and contact PPD ES&H for recycling.
  - Do not eat or drink in soldering areas.



Lastly, if you are performing soldering work, you will need to complete Lead Handling training. Contact PPD ES&H to schedule training.

## Testing Building Materials

Recently, some dark box foam (a.k.a. Gatorfoam) was purchased. It was not immediately known if the material was combustible. To determine whether the material was combustible or not, an employee conducted their own test on the material, using a propane torch to see if it would burn. The material did not ignite, so it was assumed that it was not combustible.

Tests on building materials must be performed in a controlled environment to meet burn permit requirements, prevent exposure to toxic combustion by-products, and reduce the likelihood of personnel injury. These tests will also need to be properly documented. *If you have materials you would like tested for combustibility, please contact Jim Priest (x4283).*

An approved test was later performed on a sample of this black box foam, and it did burn rapidly when exposed to a candle flame (the propane torch was the incorrect test method, the slower flame allowed the material to burn rapidly). It was determined that the open cell of the foam needs to be protected with metal tape.

## Seasonal Hazards

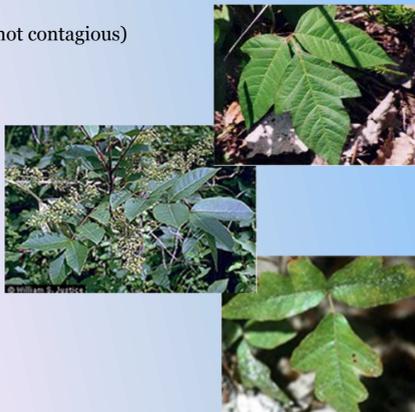
### Poison Ivy, Oak and Sumac

Poison ivy, oak and sumac are all prevalent within the state of Illinois. These plants release an oil that causes an allergic reaction on the skin, which can cause the following signs/symptoms:

- Red rash within a few days of contact
- Possible bumps, patches, streaking, or weeping blisters (blister fluids are not contagious)
- Swelling
- Itching

To prevent contact with these poisonous plants, you can try the following:

- Wear long sleeves, long pants, boots, and gloves.
  - \* Wash exposed clothing separately in hot water with detergent.
- Barrier skin creams, such as a lotion containing bentoquatam, may offer some protection before contact.
  - \* Barrier creams should be washed off and reapplied twice a day.
- After use, clean tools with rubbing alcohol (isopropanol or isopropyl alcohol) or soap and lots of water. Urushiol can remain active on the surface of objects for up to 5 years.
  - \* Wear disposable gloves during this process.
- Do not burn plants that may be poison ivy, poison oak, or poison sumac.
  - \* Inhaling smoke from burning plants can cause severe allergic respiratory problems.



*Pictured from top to bottom: Poison Ivy, Poison Sumac and Poison Oak*

### Sources of additional information on these poisonous plants can be found at the following links:

- <http://www.poison-ivy.org/index.htm>
- <http://www.cdc.gov/niosh/topics/plants/>
- <http://www.webmd.com/allergies/tc/poison-ivy-oak-or-sumac-topic-overview>

### Ticks and Tickborne Disease

Many types of ticks are often carriers of tick-borne diseases, such as Lyme disease, Rocky Mountain Spotted Fever, Babesiosis, Ehrlichiosis, Tularemia, etc.

Common symptoms of tick-borne disease include:

- Body/muscle aches
- Headaches
- Joint pain
- Stiff neck
- Nausea/Vomiting
- Fever
- Fatigue
- Rash
- Facial Paralysis



While working outdoors, wear an insect-repellant (reapply every couple of hours), and periodically check your clothing for ticks. If you find a tick on your clothing, remove, then perform a more thorough check of your whole body. After working outdoors in heavily wooded or grassy areas, it is important inspect yourself for ticks.

- Remove unattached ticks promptly
- Attached ticks should be **promptly removed** using fine pointed tweezers:
  - \* Grasp the tick near the mouth with the tweezers as close to the skin as possible;
  - \* Apply firm steady pressure upward until the tick releases—do not jerk, twist, squash or squeeze the tick;
  - \* Clean the wound and the tweezers with an antiseptic.
- Do not use petroleum jelly, nail polish remover, or a hot match to remove a tick. These actions can cause infected secretions to enter the wound.

To learn more about ticks and tick-borne disease, visit the [CDC Tickborne Disease webpage](#), or [OSHA's Logging e-Tool](#).

## May is Motorcycle Safety Month

May has been designated as Motorcycle Safety Awareness Month by the National Highway Traffic Safety Administration (NHTSA), to promote awareness and remind motorists to be aware that they share the road with motorcycles.

In 2008 (according to [Traffic Safety Facts](#) data) 5,290 motorcyclists were killed and 96,000 were injured. Most of the accidents involved a motorcycle and another vehicle (41%), and often occurred when the other vehicle was turning left while the motorcycle was going straight, passing or overtaking the vehicle.

For additional information on [motorcycle safety](#) please visit the NHTSA.

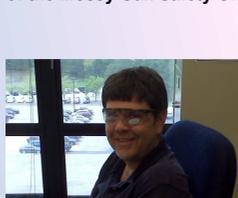
## PPD April Injuries

No injuries to report!



## April Winners!!

### Winner of the Mossy Oak Safety Glasses w/ Case:



Winning Caption:  
**We had boy No. 11 last week—he was a nice fellow, wonder what happened to him?**



### Contest runners-up:

- Here. Hold this. Now don't move.
- I wish I had called in sick and gone to the beach today.
- Boy, there had better be a good promotion for me after this!
- We've managed to cut costs significantly by hiring grad students for odd jobs.
- I wonder if I should put on my safety glasses?
- Whaddaya mean this ain't a firing range?! By the Colonel says this is a firing range...it's a firing range!! By the way, pay no attention to those stores and apartments behind you. They were warned.
- Full employment ala North Korea.
- William Tell's great-great-great grandson regrets that the apple really doesn't fall far from the tree!
- He's my ace in the hole. If my shot is off, he adjusts the target.
- I will never again wear white socks for inspection.
- I joined because I liked the uniform...
- I really wish my supervisor would let me dig those two holes.
- Do I look like I made a good career choice?
- Talk about job security!
- I hear two heads are better than one!

### Challenge

#### Winner of the ES&H Coffee Mug:



*Hans Jostlein*

**Question:** Explain how you fixed a leak in your home.

**Answer:** A few years ago one of the radiators in my antique hot water heating system developed a leak between sections.

Using a syringe, I injected a sealing liquid made for truck radiators, while the circulation pump was running. The leak sealed, and has not opened to this day.

Provide a **humorous** caption for the following picture:

### May Contest #1—Captions

For a chance to win a pair of Harley Davidson Safety Glasses:



### May Contest #2

Provide a response to the following query, and you could win a PPD ES&H coffee mug:

Who should you contact to collect your soldering waste?



Please submit your responses/answers to [Angela Sands](#) by May 24<sup>th</sup>.  
(If there are multiple correct answers/entries, a drawing is held.)