

# Safety

# Spotlight

## Quarterly Newsletter for Safety and Loss Prevention

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### WALKING ON ICE AND SNOW

Sometimes it is unavoidable to walk on the ice and snow in North Dakota. Some tips to make it safer for walkers:

**Body Posture:** Keep hands out of pockets and avoid carrying heavy loads that may cause you to become off balance. Look ahead of where you step. When you step on icy areas, take short, shuffling steps, curl your toes under and walk as flatfooted as possible. If you fall, try to fall by landing on your body in this order: thigh, hip, and shoulder to avoid using your arms to protect against breakage. Bend your back and head forward so you won't slam your head on the pavement.

**Dress:** Wear a brightly-colored scarf or hat, or reflective gear, when walking in the street. Be aware that wearing hats and scarves that cover your ears can distort or even eliminate motor vehicle sounds. Wear boots or overshoes with soles that provide traction on snow and ice, preferably with rubber and neoprene composite soles. Avoid walking in shoes that have smooth surfaces, which increase the risk of slipping.

**Other care:** If the sidewalks and walkways are impassable and you have to walk in the street, walk against traffic and as close to the curb as you can. Use special care when entering and exiting vehicles; use the vehicle for support.

On campus, during the rapidly changing weather, ice may accumulate outside of building entrances and exits.

If you see a spot that is slippery, alert the staff of the building. Usually, salt is located in the entryway of a building and staff should be empowered to spread the salt on the icy spot. Taking a few minutes to do this, may prevent a serious injury.



### SALT AS DEICER

Salt is a cost effective, successful in de-icing highways, and a sound method to increase safe travel for the motoring public. Though use of salt is economically efficient, it has some harmful effects on the environment, such as corrosion, damaging roadside vegetation, and harming fish.

Salt is not a health hazard for humans. Sodium which is the component of salt cannot reach the water sources penetrating the soil, where as chloride, the other component of salt, is more likely to end up in drinking water. Chloride does affect the taste, but at the levels found in road salt chloride, it has no effect on human health.



## WORKING OUTSIDE NORTH DAKOTA

The University of North Dakota is required to procure workers compensation for employees working outside of the state of North Dakota for more than 30 consecutive days. This coverage **MUST** be in place at the time the employee begins his or her duties. The Risk Management Workers Compensation Program coordinates the purchase of this required coverage for all state agencies through its broker.

If an employee returns to work in North Dakota within the 30 days and works at his job for one day and then returns to his out of state employment and does this repeatedly through his employment, the employee would be covered under North Dakota Workforce Safety and would not need out of state coverage. Coming home for a weekend and not putting in a days work, does not count. That employee would need out of state coverage.

This out of state workers compensation coverage need is not exclusive to full-time employees. Part-time employees, adjunct faculty, etc. must also be considered.

A form that must be completed when a department needs to obtain out of state coverage for a UND employee is located on Campus Safety & Security's web site: [www.safety.und.edu](http://www.safety.und.edu). Send the completed information to Stop 9031 . This information will be forwarded to Risk Management to obtain coverage.

If you have any questions or concerns, feel free to contact Campus Safety & Security at 7-3341.

## INCIDENT REPORTING

Any injury whether no apparent injury, slight injury, or injuries that require medical attention must be reported within 24 hours whether it is an employee, visitor, or student, by completing the following forms: Incident Report and Incident Investigation. These forms must be completed and sent to Campus Safety and Security. Forms can be faxed to 777-4132 and original copies mailed to Campus Safety and Security, Stop 9031.

If the accident victim requires medical treatment, the injured person or a designee must complete the Incident Report after medical attention is received. The supervisor or person in charge must complete the Incident Report and Incident Investigation form and forward both forms to Campus Safety and Security. If the injured person is a UND employee, medical treatment must be obtained from the University's Designated Medical Provider (DMP) or the employee's own physician of choice if the employee has designated one on their DMP form.

If you have any questions regarding incident reporting, contact Campus Safety & Security at 7-3341.



### U2 SAFETY RELATED CLASSES

CLASS:	DATE:
Defensive Driving	2/4 and 2/18
Don't Let Flu Bug Bite You	2/11
Injured at Work, Now What?	2/11

