

SafetyRoadtracks

October/November 2004



Since COMPANY 1914

Safety is Job #1

Diversity in the Workplace - Company Statement

Ghilotti Construction Company is committed to acknowledging and placing value on employee diversity and to creating an environment in which every individual's unique strengths and abilities are valued and developed. GCC employees share in the responsibility of maintaining this environment, and are expected to demonstrate mutual respect and acceptance in the work place.

GCC recognizes that certain groups and individuals can be discriminated against, or harassed, as a result of their race, color, creed, sex, gender identity, national origin or ancestry, age, religion, marital status, sexual orientation, mental or physical disability, medical condition, or other factors. It is further recognized that discrimination and harassment can be direct or indirect. GCC strongly believes that such discrimination and harassment is wrong.

GCC commits itself to:

- Making sure that people are treated equally, and fairly, regardless of their differences.
- Promoting diversity by recognizing the particular contributions that can be made by individuals with a wide range of backgrounds and experiences.
- Promoting and maintaining a work environment that affirms the rights of individuals to be treated with respect and affords opportunities to fulfill their potential.
- Promoting equality and good relations between all people in all areas of operations.
- Taking action to prevent discrimination and harassment, and ensuring that all co-workers, clients, and the public are treated fairly and with respect.

Employees are expected to:

- Support company policies and practices established, including the EEO and Non-Harassment policies.
- Take an active role in preventing discrimination and harassment.
- Avoid inappropriate language, jokes, and comments that could be perceived as offensive, harassing, or discriminatory.
- Immediately report any identified situations involving discrimination, and or harassment, in the work place to Senior Management. GCC will undertake a thorough investigation and attempt to resolve the situation. If it is determined that unlawful discrimination or harassment has occurred, appropriate action will be taken. There will be no retaliation for filing a complaint and GCC will not knowingly permit retaliation by Management or your co-workers.

If you have any questions about this policy, please speak to a Senior Manager.

Inside this Issue

Diversity in the Workplace	1
Save the Date	1
Famous Quotes	1
Safety Reminders	2
Falls from Trucks & Equipment	2
Photograph it!	2
Seeking ideas...	2
Cold Weather Safety	3
Active GCC Projects	4
Cowboy after OSHA	4
Useless Information	4
Mark Your Calendar	4
Holiday Office Schedule	4

Safety Committee

2004 Members

Brian Ongaro
Damon Calegari
Gene Petrini
John Klapperich
Julie Thornton

Remember:

Information on GCC Safety Policies and Procedures is available at www.ghilotti.com under the Safety and Health section. If you have any questions regarding matters of safety, speak to your supervisor, or contact Julie @ (707) 585-1221.

E-mail topic suggestions for the next Safety Roadtracks to Julie@Ghilotti.com.

SAVE THE DATE:

12/17/04 GCC Christmas Yard Party



FAMOUS QUOTES

"People forget how fast you did a job - but they remember how well you did it." *Howard Newton*

"Success is not the key to happiness. Happiness is the key to success. If you love what you are doing, you will be successful." *Albert Schweitzer*

Safety Reminders:

- The rainy season is here! Make sure you use 3-point contact when climbing on and off equipment and vehicles.
- Fuel Cards & Keys need to be secured at all times (lock in container or field office).
- Foremen - completion of the extended ClickSafety training is mandatory.
- New Hires - do not perform tasks that you have not been trained to perform. If you are unsure of the proper safety precautions, talk to your supervisor immediately!
- GCC uses designated medical providers for the treatment of work related injuries and illnesses. If you are injured on the job, contact your Supervisor or Julie @ the Santa Rosa office immediately.

PHOTOGRAPH IT!*A picture says a 1000 words...*

When documenting an incident resulting in property damage or injury, please do not forget to take pictures. Disposable cameras are available from the equipment department. The undeveloped film/camera should be turned in to Julie @ the Santa Rosa Office, *with the incident report*. Not having the proper documentation, and supporting evidence, can cost the company from hundreds to thousands of dollars. *Example:* An unmarked utility line was struck. No pictures were taken. PG&E arrives at the site and marks the area to depict the details in his pictures. PG&E pursues recovery because they have pictures showing the area was marked! That leaves us with no supporting evidence to dispute their claim, a \$1,000 PG&E Invoice and an additional loss of \$2,000 on the job due to downtime that can't be recovered. 10-minutes of your time can be worth thousands in recovery costs.

FALLS FROM TRUCKS & HEAVY EQUIPMENT

Simply climbing in or out of your truck, bulldozer, crane, or other heavy equipment can be one of the most dangerous tasks you perform. Falls during mounting, or dismounting, such equipment is the most frequently reported source of injury involving equipment operators. Often times, these falls are not the result of operator error, but are caused by poor equipment design and or maintenance. Equipment design is better today than in the past, however, recognition of any design deficiencies may help you protect yourself from becoming an accident statistic. Some common problems include:

1. Hidden Steps - not readily visible to the operator
2. Lack of uniformity in the design of steps and other parts of the equipment
3. Excessively high steps
4. Lack of, or poor placement, of hand rails
5. Poor tread surfaces, either by design or wear and damage
6. Miscellaneous design problems

You can be at a disadvantage because you have little (if any) control over the system provided for you to get in and out of your equipment. To minimize the risk, it is important you do what you can to make getting in and out as safe as possible.

- Always use the "3-Point Method" when mounting or dismounting your vehicle or equipment. Make sure that one hand and both feet, or both hands and one foot, are in a positive contact with the vehicle or equipment when climbing in or out. Do not hurry to climb into, or jump out of, equipment. This could result in an injury.
- Do your part in keeping steps, ladders and handrails in good, serviceable condition. Do daily inspections and promptly report any damage or deficiencies. Ask your supervisor to determine whether or not it is safe to use the equipment.
- Observe the environmental conditions. Steps and hand rails may become wet, muddy or oily. Ask your supervisor to determine whether or not it is safe to use the equipment.

Given the potential deficiencies that can occur, it is likely that the action of the operator will not be the primary reason the accident occurs. However, you should be concerned because it is you who will suffer the injury. Your awareness could prevent an injury.

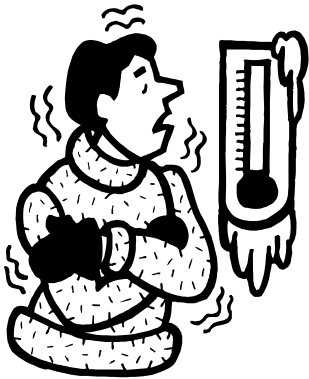
Information obtained from Seabright Insurance Loss Control

**Seeking ideas for new Safety Incentive Program (2005)**

Please submit your ideas for a new Safety Incentive Program to be implemented in April 2005. Examples of other companies and details on how the program works would be helpful. It would be our goal to implement a program that is fair to all employees, and manageable at the same time. The program should be designed to reward positive behavior and not create a deterrent for reporting accidents and injuries. Thanks for your input! **Safety starts with you!**

COLD WEATHER SAFETY

AVOID DAMAGING YOUR MUSCLES: Do a 5 minute warm up and then a few light stretches before starting work. Pulled muscles are more likely to occur in cold weather because your muscles tighten up and contract in the cold. Don't stretch a cold muscle without warming up! A warmed muscle contracts more forcefully and relaxes more quickly. Therefore, both speed and strength should be enhanced, and the likelihood of muscles being forcefully over-stretched and causing injury is reduced.



DRINK PLENTY OF WATER: You can become dehydrated in cold weather if you don't replace fluids. Dehydration reduces blood flow to the skin, which can lead to cold injury. Don't drink alcohol. Alcohol contributes to dehydration and widens blood vessels, causing heat loss. Alcohol also impairs judgment and reduces sensitivity to cold.

WATCH YOUR FOOTING: Serious injuries can result from trip and fall incidents. Watch for areas that may become slick when wet. Watch for ice patches on the ground, and pay special attention when getting on and off equipment. Walking on ice can be dangerous. Many cold weather injuries result from falls on ice-covered sidewalks, steps, and driveways. Use the 3-point contact approach when climbing on and off equipment and vehicles!

USE CAUTION WHEN DRIVING: With a combination of water, oil, and ice, the roadway isn't the safest place to be, so use caution when driving. Drive at speeds appropriate for the weather, roadway, and traffic conditions. Don't tailgate, lack of tire traction may send you into the rear of the vehicle in front of you!

Fog Driving Safety Tips:

- Drive with lights on LOW beam. High beams will reflect off the fog, creating a "white wall" effect.
- Reduce your speed and watch your speedometer. Fog creates a visual illusion of slow motion when you may actually be speeding.
- Travel with the driver's window partially open. Listen for traffic.

DRESS WARMLY AND STAY DRY: Keep hands, feet, and head covered, and wear several layers of loose-fitting clothing. If your clothing becomes wet, immediately change to avoid cold-weather injuries like hypothermia and frostbite.

Additional effects of cold weather on your body can include:

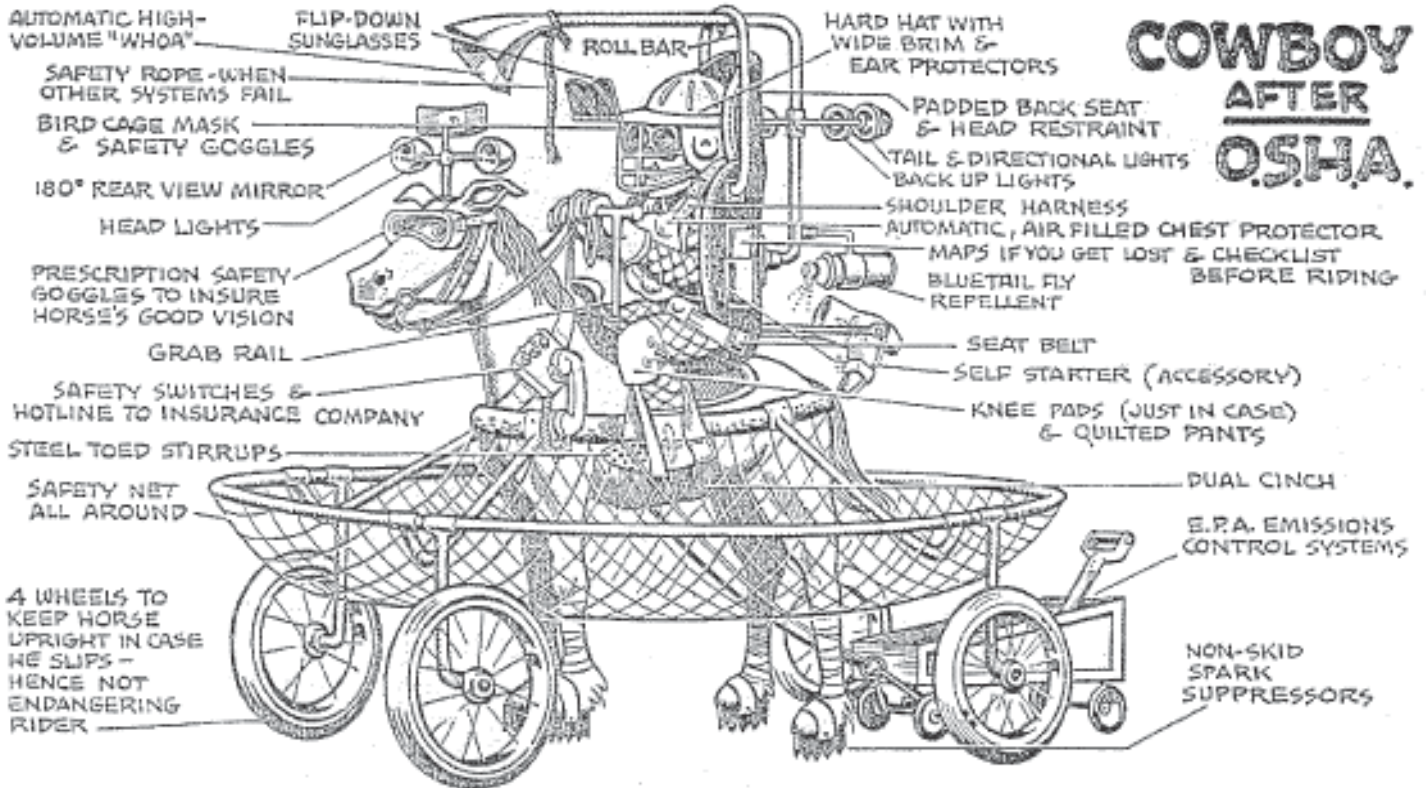
- **Numbness** - It's usually in your extremities (fingers, toes, ears, nose tip, and cheeks)
- **Shivering** - This is the body's way of trying to warm up
- **Frostbite** - Parts of your body freeze, especially your extremities. The first warning sign may be a sharp, prickly sensation - but if the affected body parts are already numb, you won't feel anything so there won't be any warning.
- **Immersion Foot (Trenchfoot)** - This is damage you get if your skin is exposed to cold and dampness too long. The skin doesn't actually freeze, but you can get swelling, tingling, itching, loss of skin, or skin ulcers.

Make sure to use the buddy-system when working in cold weather. Signs that people are being affected by the cold include a change in behavior patterns, a change in skin or lip color (blue, purple or gray), or shaking. When these symptoms are present, affected people should be taken indoors as soon as possible.



ACTIVE GCC PROJECTS

Napa Junction, Kendall Jackson/Skylane, Hwy 128, Heggenberger/Oakland, Gordon Ranch, Mare Island, Orchards/West Pacific, Route 116 Overlay, HiddenBrooke/Parcel 316, Napa Road, Foley Lot, Alice Street, Novato, San Rafael Paving, M.M.M Business Park, Linwood, Bret Harte, Wilson Reservoir, Eucalyptus, Infineon, El Cerrito, Santa Rosa Overlay, Bennett Valley Road, Los Alamos, Windwalker Way/Novato, Shone Farms, Mazzetta



USELESS INFORMATION...

- It takes 3,000 cows to supply the NFL with enough leather for a year's supply of footballs.
- Ten percent of the Russian government's income comes from the sale of vodka.
- The reason fire houses have circular stairways is from the days of old when the engines were pulled by horses. The horses were stabled on the ground floor and figured out how to walk up straight staircases.
- 111,111,111x111,111,111 = 12,345,678,987,654,321
- The Eisenhower interstate system requires that one mile in every five must be straight. These straight sections are usable as airstrips in times of war or other emergencies.



MARK YOUR CALENDAR!

Foreman Committee Meeting: 1st Tuesday of the Month @ 5pm - Santa Rosa Yard

HOLIDAY OFFICE SCHEDULE:

Thanksgiving: 11/25 & 11/26 - Office Closed

Christmas Eve: 12/24 - Office Closed

New Years Eve: 12/31 - Office Closed



Members of the Safety Committee want to help create a program that benefits all employees. Your input is important, so please do not hesitate to speak with any of the committee members, or complete a Safety Information Form available in the old dispatch office. The GCC Safety Newsletter will be published bi-monthly. If there is a topic that you would like to see published, contact Julie @ (707) 585-1221 or email julie@ghilotti.com.