

# SAFETY FOCUS

LET'S GET YOU TAKEN CARE OF<sup>®</sup>

OCTOBER 2022

## FACILITIES

This year, we will be working with you to encourage safety participation from everyone at your location.

### ACTION ITEMS

- 1 Complete the DTU training
- 2 Review and share the safety topic with your people
- 3 Leave feedback



## INSTRUCTIONS

- 1 Print out this Focus, review the information, and **complete the action items**.
- 2 Each section has action items to help you and your team complete this Safety Focus. **Review each section carefully.**
- 3 The Safety Leader will need to **complete the DTU training module** for the month. You will be required to complete a course test following the training module.
- 4 Once all the action items are completed, **have a group discussion** about your findings and answer your feedback questions as a team.

## FEEDBACK ON THIS MONTH'S TOPIC

All feedback must be submitted through the Safety Feedback Portal.

**Safety Leader:** You will find the feedback questions at the end of this Safety Focus.

**CONTINUE TO PAGE 2 >**



## Hurricane, Tornado, and Inclement Weather Preparation

### **Before the Storm:**

#### **Communication:**

- Stay in contact with the AVP for potential store closures.
- Have a communication plan with your store personnel. After the storm, communicate with your team and report back to your AVP on their situations.

#### **Evacuation:**

- If you are in an area where authorities advise you to evacuate, please do so. Only return when authorities say it is safe.
- If you are not in a evacuation zone, use your best judgement.
- Familiarize yourself with your state's evacuation route. This information can be found on your state's Department of Transportation or Emergency.

**Click here for Checklist: [Hurricane, Tornado, and Inclement Weather Preparation](#)**

### **After the Storm:**

- Only go back to your store when it's safe. Do not go in if there is any flooding or downed power lines.
- Assess the store for damage. Check the landscape, signage, building exterior, interior, storefront glass, and roof.
- Take pictures of any damage found and email them to the Facilities Department.



### **A weekly Close Call Winner!**

As an incentive for our people to report more Close Calls, everyone who reports a Close Call is entered into a drawing to win a \$50 gift card. One lucky winner is chosen weekly.



The more you report Close Calls, the higher chance you will have to win.

**CONTINUE TO PAGE 3 >**



## Forklift Operation 4: Travel and Maneuvering

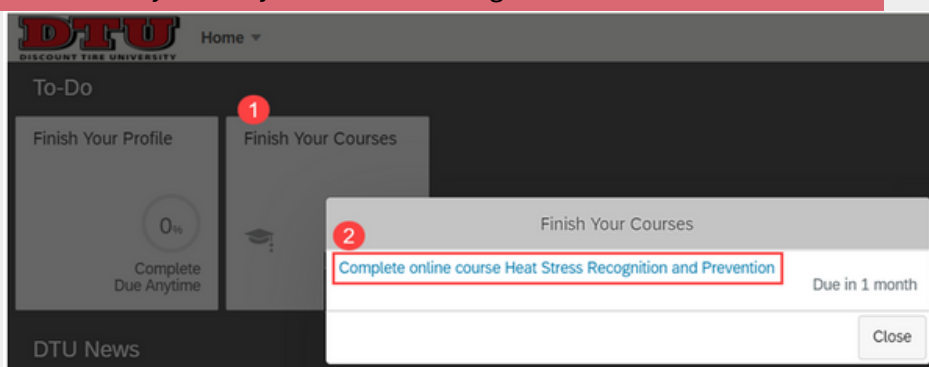
The specific guidelines provided in this course will protect forklift operators from the hazards of traveling with and maneuvering a forklift. The course offers instructions on how to mount and dismount a forklift properly; on traveling with a load over uneven paths, inclines, and other potentially unstable surfaces; and on maneuvering safely when forklifts start, stop, and change direction.

### NEW WAY TO ACCESS THE TRAINING MODULES

This month, you will be accessing the course through DTU. Managers and Senior Assistant Managers will both access the course assignments (safety course and acknowledgements) from the **DTU learning system To Do list**.

Below, you will see an example of how this assignment will look:

1. Log into the DTU learning system using your employee ID and Okta/Windows login. On the homepage, click Finish Your Courses.
2. Click the name of the safety course you have been assigned.



**Call to action:** Complete the *Forklift Operation 4: Travel and Maneuvering* training module and share what you learned with your people.

Contact [dtu\\_learning@discounttire.com](mailto:dtu_learning@discounttire.com) for troubleshooting.

## FEEDBACK ON THIS MONTH'S TOPIC

1. What did you learn from the Forklift Operation 4: Travel and Maneuvering?