

SAFETY QUALITY FOCUS

FEB
2023

LET'S GET YOU TAKEN CARE OF[®]

DISTRIBUTION CENTERS

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



OSHA
Form 300A
Posting Reminder

INSTRUCTIONS

In the following pages, you will see an AOR icon that corresponds to the section for that AOR. We have set aside actions for the different AORs to complete in this communication.

- 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 Each 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 >



DISTRIBUTION CENTER

SAFETY QUALITY FOCUS
FEBRUARY 2023

OSHA 300A REVIEW

**Managers, your OSHA 300A form will be sent to you in two rounds.
The first round of OSHA 300A forms have been sent to your store email.**

**1st
Round**

February 1st

SENT

**2nd
Round**

February 9th

The email will be sent from ***rk.smtp01@riskconnect.com***
with the subject line below:

COMMERCIAL: DO NOT DELETE: Your OSHA 300A Form. Print and Post.

Our Ask of You

PRINT

your OSHA 300A form

SHARE

the information with
your people

POST

in a place visible to all employees
(manager's office or Service Area)

ATTENTION!

You Still Can't Find Your OSHA 300A Form?

Check your junk mail or quarantine folder

COMMERCIAL: DO NOT DELETE: Your OSHA 300A Form. Print and Post.

You may request a copy from your
Regional Office Manager

CONTINUE TO PAGE 3 >



DTU: Hazard Communication: An Employee's Right to Understand 2.0

This course will acquaint you with the precautions that both you and your employer must take in order to safely use, handle, and store hazardous chemicals in the workplace.



HAZCOM/CHEMICAL ORGANIZATION

The OSHA Hazard Communication Standard was designed to inform employees of health and safety hazards and appropriate protective measures. In order to ensure chemical safety in the workplace, we ask that you speak to your people about the importance of staying compliant with this OSHA standard.

Review and Share:

Ensure your GHS poster is posted near the tire repair area

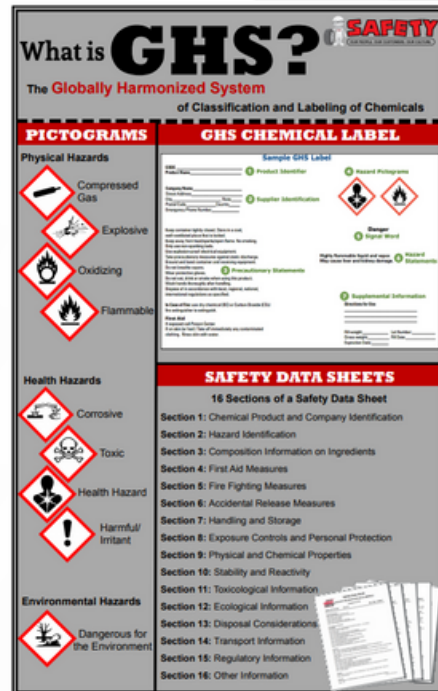
- If you need a replacement, order from DTPrints

Show all your people where the SDSs are located and how to access them

- On the Safety page under Quick Links
- On main KC page under Helpful Links

Make sure all chemicals are properly labeled

- All chemicals should have a proper label attached
- Should you need to use a secondary container for any reason, you must print a label from the SDS and attach to the chemical container



OSHA COMPLIANCE

Prepare yourself in the event of an OSHA inspection.

You and your people **WILL** be asked to show the inspector:

- Where Safety Data Sheets are found on the KC
- The Hazard Communication Program
 - In the Safety Tools Library under References, in the Safety Programs folder

FEEDBACK ON THIS MONTH'S TOPIC

1. What did you learn from the training module DTU: Hazard Communication: An Employee's Right to Understand 2.0?
2. How will you make sure your people understand the material in its entirety?