

DOAS Loss Control Bulletin

November 2011

Topic of the Month... Holiday Safety Tips

Holiday Traveling – With the increase in traveling around the Holidays, please remember all of your driving **Safety Tips**:

- Buckle up and use child safety seats.
- Increase your following distance.
- Check behind your vehicle before backing up.
- Winterize your vehicle.
- Plan your trip to include rest stops.
- Leave an itinerary with a trusted individual.
- Get plenty of rest before driving.
- At Holiday Parties, **if you drink, don't drive!** In 2009, over 1,200 Georgia drivers died in auto crashes.



Christmas Trees – Carefully choose a tree that is not too dry – one without loose needles. Bend needles to make sure they do not break. To preserve the tree's freshness, cut a one- or two-inch diagonal slice off the bottom. Place the tree in a sturdy stand and check the water level daily. Keep the tree away from heat sources (vents, fireplace, etc.) to avoid drying. Don't block entrances or exits. Place the tree outside soon after the holidays and recycle – do not burn it. At the end of the holidays, wash artificial trees or vacuum the ones with pre-hung lights and store in plastic bags.

Lights – Examine holiday lights for proper operation, damage and/or missing parts before hanging them. Keep lights away from curtains and/or flammable materials. Make sure cords and plugs do not come in contact with water. Do not run cords under carpet, rugs, or behind furniture. Never connect more than three sets of lights to an extension cord. Unplug all lights when unattended.

Decorations – Keep garlands and fragile glass ornaments out of the reach of small children. Check older ornaments to ensure they are free of toxic materials such as lead paint.

Fireplaces & Other Fire Hazards – Always use a fire screen. Don't burn trash in the fireplace. Don't wear loose clothing or synthetic materials prone to melting when tending a fire. Keep flue open until all embers have burned out. Dispose of ashes in a metal container. Make sure the fire is out before leaving it unattended. Keep lit candles away from curtains and out of reach of children. Never place lit candles on or near a Christmas tree. Check smoke detectors once a month.

Holiday Cooking – Keep hands and work areas clean and free of contaminants. Keep hot foods hot and cool foods cool. Cook food thoroughly and store promptly to avoid food poisoning.

Safe Shopping – Avoid carrying large bulky packages that block your vision or may cause you to fall. Use services offered by many stores such as an escort to your car or delivery to your office. Keep money and/or credit cards separate from wallets or purses. Keep purses and/or wallets closed and close to your body at all times. If possible, conceal them under your coat. Don't leave purchased items in clear view.

Avoid Holiday Stress – Make a list and plan your time and money; Stick to it. Don't over commit. List favorite holiday activities and pick those you most want to attend. Enlist help from family members and friends for entertaining, shopping, etc. Use idle time or time alone to spread the true spirit of the season.

Thanks for your time. Let's work together to make Georgia a safer place to work.



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