



OREGON MILITARY DEPARTMENT
JOINT FORCE HEADQUARTERS, OREGON NATIONAL GUARD
1776 MILITIA WAY
P.O. BOX 14350
SALEM, OREGON 97309-5047

AGP

April 5, 2011

MEMORANDUM FOR RECORD

Subject: Safety Meeting for March, 2011

The Oregon Military Department Safety Committee met on 8 March 2011, at the Military Department in room 219. The meeting convened at 1:30 PM. The status of Member attendance was as follows:

Jeff Beck	AGI	Chairman	Present
Tim Gilbert	AGI	Vice Chair	Present
Robin Webb	AGP	Safety Manager/Recorder	Absent
Bryce Dohrman	AGC	Risk Manager	Absent
Bruce Vollstedt	AGI	Member	Present
Terri Kroeker	DS-Air	Member	Present
Mike Wiley	Region 4	Member	Present
John Unger	Region 5	Member	Present
Russell Turner	Region 6	Member	Absent
Mark Fillman	Region 7	Member	Present
Vacant	Region 8	Member	Absent
Terry Sevey	RTI	Member	Present
David Stuckey	OEM	Member	Absent
Cherie Cline	OEM	Alternate for OEM	Absent
Ryan Palmer	FED	Member	Absent
George Wilson	Camp Withy	Member	Present

- 1. Review of Minutes:** The first order of business was to review the Safety Meeting minutes from the February 8, 2011 meeting. A correction was indicated on 5 (a) in removing the second "that" in the third sentence. A motion to approve the minutes with the correction was given by John Unger and a second by Bruce Vollstedt.
- 2. Review of Accident/Incident Reports for the Agency for February:** There was an incident at the CORC in which an employee was bitten by a Black Widow Spider which went into her glove. This facility has been known to have Black Widow Spiders. Pesticide to spray the facility has been ordered. The other was at Kingsley Field in which an employee suffered a low back strain. This injury did not fall under this safety committee so only a brief review was performed. No recommendations were required or given by this committee.
- 3. Hazard/Non Hazard Log Review:** Jeff indicated he and Robin talked about combining both logs into one to track all hazards. The attached log now shows the Quarterly Safety Report information and the Hazard Abatement Report conducted by Mr. Snook. Some items may or may not be directly related to our activities or fall under our

responsibility. Therefore, Jeff and Bruce will review the log and identify what has been taken care of, what can be taken off that may not be appropriate for this group and give her a final copy. Robin will keep the "master" so we aren't all using a different copy. Jeff suggested the SMW's go through the particular items they may be responsible for in their armory or armories and give that information to their supervisor to update. Bruce indicated there are some discrepancies that he sees so not sure if the item is at that facility or not. Bruce and Jeff will work on cleaning up the report and then forward to Robin.

4. March Safety Topics: Safety Topics were reviewed by the committee. There was information on PPE, AED's and a reminder to set your clocks forward. Bruce indicated that Robin sent out a questionnaire in trying to identify what facilities have AED's and which don't. There are still a good number of facilities that do not have them. A good number of employees have gone through training; either included with the AED or by the manuals included with the machine, most are good until June of this year. Jeff indicated most units had a training information disk as well. These machines won't shock someone if it detects a heartbeat. Jeff also indicated that he did some research in which the models we are using have a four (4) year warranty on the batteries inside and the units do self checks periodically and will alarm if and when there is a fault with the system, i.e. low battery or some sort of internal component that is not operating correctly on the self test. He is asking the State Maintenance Workers at his locations if the AED is in Facility Center as an Asset. If it is or isn't, having some sort of preventative maintenance schedule plan in place to ensure someone is looking at them monthly like fire extinguishers. That would include opening door, checking alarm, making sure unit is still in box, and to check to see if any audible alarms that may indicate a fault with the unit are on. He will be giving that data to Dennis. Tim reminded everyone that the Federal side is still responsible so for all maintenance so if there is problems, that information needs to be passed on to Robin for her to forward to the Federal side.

5. Due Outs:

Pending:

- a. Follow up on status of AED's & Maintenance Issues: Robin
- b. Robin to work with Deckert on Confined Spaces: Robin
- c. Safety Committee Training dates: Robin
- d. Safety Committee Membership, Region 4 update: Mike Wiley

6. New Business:

- a. MSDS Booklets
- b. Earthquake Drill for April
- c. Safety Break Day – May 11th

d. Reminder to remove OSHA Logs as of April 30th.

7. Next Meeting: The next meeting is scheduled for Tuesday at 1:30 PM, April 12, 2011 in the JAG Conference room 219. The call in number is 1-866-700-9253 and the PIN is 2280321.

/s/

Robin Webb
Safety Manager & Recorder

AGENDA

JFHQ & Readiness Centers, Region 2 thru 8

Safety Committee Meeting

Location: JFHQ Conf. Room 219

Date: Tuesday, March 8, 2011

Time: 1:30 PM

1. Review and approve February meeting minutes – All
2. Review of Accident/Incident Reports for February
3. Hazard Log Review/Non Hazard Log
4. March Safety Topics
5. Due Outs:
 - a. AED Status – Robin still working
 - b. HazCom Policy – Robin still working
 - c. Update 420-10 with Quarterly Safety Inspection Sheet
 - d. Fire Extinguishers issue at COUTES
 - e. Bobcat training vs. Fork Lift training
 - f. Safety Committee Training dates
 - g. PPE recertification Update
 - h. Safety Committee Membership
6. New Business
 - a. SRC Fire Dept. walkthrough AAR
7. Next Meeting Date

REPORT OF INCIDENT/ACCIDENT/ILLNESS

- ▶ PRINT OR TYPE ONLY. TO BE COMPLETED BY THE INJURED EMPLOYEE OR ATTENDING STAFF
- ▶ IF A DOCTOR'S VISIT IS REQUIRED; COMPLETE SAIF 801 FORM IN ADDITION TO THIS FORM & FORWARD IMMEDIATELY.
- ▶ FOLLOW THE GUIDELINES ON THE MEDICAL TRANSPORT CHECKLIST

1. NAME OF INDIVIDUAL: [REDACTED]		2. Section: C.O.R.C. Prineville facility		3. DATE OF REPORT: 2/10/11	
4. JOB TITLE: Facility Maintenance Specialist		5. TYPE OF INCIDENT/ACCIDENT/ILLNESS: accident			
6. EXTENT OF INJURY(Body part or location of pain): Left ring finger					
7. LOCATION WHERE INJURY OCCURRED: Section D CORC					
8. DATE & TIME OF INCIDENT/ACCIDENT/ILLNESS: 10:10am 2/1/11					
11. DATE REPORTED: 2/10/11			12. REPORTED TO WHOM: Bruce Vollstedt		
13. WITNESS (attach statement if necessary) RELATIONSHIP: none PHONE: _____			WITNESS (attach statement if necessary) RELATIONSHIP: _____ SUPERVISOR, CO-WORKER, ETC. NAME: _____ PHONE: _____		
14. DESCRIBE INCIDENT/ACCIDENT/ILLNESS FULLY (Include how it occurred, conditions when it occurred (weather, clothing, safety equipment, etc), and describe how it felt to the individual when it occurred): Spider went in to my glove and bit me					
15. DESCRIBE FIRST AID/MEDICAL TREATMENT: Took an antihistamine iced the area for 20 min, took Advil for the pain					
16. WHERE WAS INDIVIDUAL SENT (IF TRANSPORTED): N/a			17. MEANS OF TRANSPORTATION: n/a		
18. INJURED INDIVIDUALS WRITTEN COMMENTS: _____ killed spider removed webs _____ _____ _____					

THIS SIDE TO BE COMPLETED BY SUPERVISOR

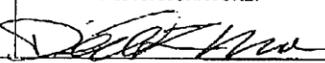
19. CONTRIBUTING FACTORS OF INCIDENT/ACCIDENT/ILLNESS:		
UNSAFE ACTIONS: PPE / face shield		UNSAFE CONDITIONS:
<input type="checkbox"/> DISTRACTION, TEASING, HORSEPLAY <input type="checkbox"/> OPERATING WITHOUT AUTHORITY <input type="checkbox"/> MAKING SAFETY DEVICES INOPERATIVE <input type="checkbox"/> TAKING UNSAFE POSITION <input type="checkbox"/> FAILURE TO USE PERSONAL PROTECTIVE DEVICES <input type="checkbox"/> OTHER: _____	<input type="checkbox"/> INADEQUATE SUPERVISION <input type="checkbox"/> DEFECTIVE TOOLS, EQUIPMENT, OR SUBSTANCE <input type="checkbox"/> HAZARDOUS ARRANGEMENT <input type="checkbox"/> SUB-STANDARD PHYSICAL CONDITIONING <input type="checkbox"/> UNSAFE CLOTHING <input type="checkbox"/> PREVIOUS INJURY <input type="checkbox"/> HAZARDOUS OBSTACLES <input type="checkbox"/> OTHER: _____	
20. BACKGROUND: ARE THERE ANY CONTRIBUTING FACTORS, SUCH AS LEVEL OF TRAINING, PERSONAL CHARACTERISTICS, HABITS, FAILURE TO ADHERE TO SAFETY POLICIES, ETC. THAT CAUSED THE INCIDENT/ACCIDENT/ILLNESS? NO		
GUIDES TO CORRECTIVE ACTION		
21. IF AN UNSAFE ACTION AND/OR CONDITION WAS IDENTIFIED, LIST CORRECTIVE ACTION TAKEN:		
22. ADDITIONAL SUPERVISOR COMMENTS: Facility should be sprayed for spiders, this facility is known for many Black Widows. Employee told me spider was in the glove, then bit when the glove was put on.		
23. SUPERVISOR NAME (PRINT): Bruce Vollstedt	24. SUPERVISOR SIGNATURE: 	25. DATE: 2/10/2011
SAFETY COMMITTEE REVIEW		
26. SAFETY COMMITTEE RECOMMENDATIONS:		
27. SAFETY CHAIR SIGNATURE:	28. DATE:	

REPORT OF INCIDENT/ACCIDENT/ILLNESS

- ▶ PRINT OR TYPE ONLY. TO BE COMPLETED BY THE INJURED EMPLOYEE OR ATTENDING STAFF
- ▶ IF A DOCTOR'S VISIT IS REQUIRED; COMPLETE SAIF 801 FORM IN ADDITION TO THIS FORM & FORWARD IMMEDIATELY.
- ▶ FOLLOW THE GUIDELINES ON THE MEDICAL TRANSPORT CHECKLIST

1. NAME OF INDIVIDUAL: XXXXXXXXXXXXXXXXXXXX		2. Section: C.E.	3. DATE OF REPORT: 2-15-2011
4. JOB TITLE: Electrician		5. TYPE OF INCIDENT/ACCIDENT/ILLNESS: Lower back strain	
6. EXTENT OF INJURY (Body part or location of pain): Lower back strain			
7. LOCATION WHERE INJURY OCCURRED: S.W. Corner park Lot Next to Fuel Stand Building 573			
8. DATE & TIME OF INCIDENT/ACCIDENT/ILLNESS: 2-14-2011			
11. DATE REPORTED: 2-15-2011		12. REPORTED TO WHOM: Don Moore	
13. WITNESS (attach statement if necessary) RELATIONSHIP: N/A SUPERVISOR, CO-WORKER, ETC. NAME: PHONE:		WITNESS (attach statement if necessary) RELATIONSHIP: N/A SUPERVISOR, CO-WORKER, ETC. NAME: PHONE:	
14. DESCRIBE INCIDENT/ACCIDENT/ILLNESS FULLY (include how it occurred, conditions when it occurred (weather, clothing, safety equipment, etc), and describe how it felt to the individual when it occurred): I was lifting a 1000 watt H.P.S. light fixture that had been blown over during a wind storm. Wind caught the fixture it shifted on the hinge and twisted my back. I felt a strain, was able to continue to work!			
15. DESCRIBE FIRST AID/MEDICAL TREATMENT: I have taken a couple acetaminophen.			
16. WHERE WAS INDIVIDUAL SENT (IF TRANSPORTED): N/A		17. MEANS OF TRANSPORTATION: N/A	
18. INJURED INDIVIDUAL'S WRITTEN COMMENTS: Lower back sore the strain is mainly on left side lower back			

THIS SIDE TO BE COMPLETED BY SUPERVISOR

19. CONTRIBUTING FACTORS OF INCIDENT/ACCIDENT/ILLNESS:		
UNSAFE ACTIONS:	UNSAFE CONDITIONS:	
<input type="checkbox"/> DISTRACTION, TEASING, HORSEPLAY <input type="checkbox"/> OPERATING WITHOUT AUTHORITY <input type="checkbox"/> MAKING SAFETY DEVICES INOPERATIVE <input type="checkbox"/> TAKING UNSAFE POSITION <input type="checkbox"/> FAILURE TO USE PERSONAL PROTECTIVE DEVICES <input checked="" type="checkbox"/> OTHER: <u>Lifting heavy Object in high winds 30 plus miles per hour with out help</u>	<input type="checkbox"/> INADEQUATE SUPERVISION <input type="checkbox"/> DEFECTIVE TOOLS, EQUIPMENT, OR SUBSTANCE <input type="checkbox"/> HAZARDOUS ARRANGEMENT <input type="checkbox"/> SUB-STANDARD PHYSICAL CONDITIONING <input type="checkbox"/> UNSAFE CLOTHING <input type="checkbox"/> PREVIOUS INJURY <input type="checkbox"/> HAZARDOUS OBSTACLES <input type="checkbox"/> OTHER: _____	
20. BACKGROUND: ARE THERE ANY CONTRIBUTING FACTORS, SUCH AS LEVEL OF TRAINING, PERSONAL CHARACTERISTICS, HABITS, FAILURE TO ADHERE TO SAFETY POLICIES, ETC. THAT CAUSED THE INCIDENT/ACCIDENT/ILLNESS? <u>We have had high winds blowing things down with 30+ miles per hour wind. Was trying to get light up before dark so that fueling of Vehicles could take place by security / and snow removal vehicles.</u>		
GUIDES TO CORRECTIVE ACTION		
21. IF AN UNSAFE ACTION AND/OR CONDITION WAS IDENTIFIED, LIST CORRECTIVE ACTION TAKEN: <u>Should have had 2 people doing work and NOT performing task in high winds</u>		
22. ADDITIONAL SUPERVISOR COMMENTS: <u>Talked with Kevin about getting help when needed and taking a few min to think about jobs before starting them</u>		
23. SUPERVISOR NAME (PRINT): <u>Donald L Moore</u>	24. SUPERVISOR SIGNATURE: 	25. DATE: <u>2/16/11</u>
SAFETY COMMITTEE REVIEW		
26. SAFETY COMMITTEE RECOMMENDATIONS: _____ _____		
27. SAFETY CHAIR SIGNATURE:	28. DATE:	

JFHQ & Readiness Centers, Region 2 Thru 8, Safety Committee Hazard/Non-Hazard Tracking Log -2011

HA Z. NO.	LOCATION	DESCRIPTION	QUARTERLY SAFETY INS. (QSI) OR ANNUAL INSPECTION (AI)	REPORTED BY	DATE REPORTED	RESPONSIBLE SUPERVISOR	DATE CORRECTED & REPORTED BY	REASON NOT CORRECTED
	AASF#2	Room 124 – red extension cord to a double surge protector	AI	Gene Hansen	Aug 10, 2010	Bruce Vollstedt		
	AASF#2	Tech supply – Modine heater fan blade guard inadequate	AI	Gene Hansen	Aug 10, 2010	Bruce Vollstedt		
	Bend	Supply – HHT – black extension cord plugged into surge protector	AI	Terry Wyatt	Aug 2, 2010	Bruce Vollstedt		
	Bend	Computer room – short extension cord plugged into surge protector	AI	Terry Wyatt	Aug 2, 2010	Bruce Vollstedt		
	Bend	Motor Pool – vehicle wheels not chalked	AI	Terry Wyatt	Aug 2, 2010	Bruce Vollstedt		
	Bend	Maint bay – Jack stands have not been inspected – still had 2008/2009 tags	AI	Terry Wyatt	Aug 2, 2010	Bruce Vollstedt		
	Bend	Maint Bay office – area over office being used for storage and no max load/wt limit posted	AI	Terry Wyatt	Aug 2, 2010	Bruce Vollstedt		
	Bend	Maint Bay – storage area over office – no fall protection	AI	Terry Wyatt	Aug 2, 2010	Bruce Vollstedt		
	BLAK	No AED	QSI	Russell Turner	Jan 13, 2011	Bruce Vollstedt		Robin will check status
	BLAK	Electrical panels not marked	QSI	Russell Turner	Jan 13, 2011	Bruce Vollstedt		Ongoing
	BLAK	Annual Fire Alarm Check	QSI	Russell Turner	Jan 13, 2011	Bruce Vollstedt		Schedule Vendor
	BLAK	SGT Candy's desk – daisy	AI	Russell	Aug 4, 2010	Bruce Vollstedt		

		chained surge protectors		Turner				
BLAK	Trng Site Range Control desk – daisy chained surge protectors	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
BLAK	Emergency schematics do not have AED or Fire Ext. Locations	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
BLAK	Trng site supply room – 2 orange extension cords in lieu of perm wiring	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
BLAK	Trng Site supply room – 2 gray storage racks in back of supply area	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
BLAK	Trng Site supply room – no light switch in area without going to another location	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
BLAK	Mezzanine area – floor openings between access floor and air handling equip greater than 12 inches and no covers	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
BLAK	Mezzanine pump area – entrance to ladder not equipped with swing gate or standard guard railings	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
BLAK	CHP Bldg – shop make work bench had extension cord with no GFI	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
BLAK	CHP Bldg – forklift storage racks not secured and weight limit not identified	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
BLAK	CHP Bldg – no protective covers on light fixtures over storage racks	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
BLAK	Firing range – Fire Extinguisher not inspected since 2007	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
BLAK	Propane tank location not ideal, next to latrine bldg	AI	Russell Turner	Aug 4, 2010	Bruce Vollstedt			
CORC – Prineville	Old control room – rodent feces	AI	Dan Hinkley	Aug 24, 2010	Bruce Vollstedt			

CORC - Prineville	Maint. Room storage rack unstable	AI	Dan Hinkley	Aug 24, 2010	Bruce Vollstedt	
CORC - Prineville	Install hearing protection sign in generator room and hearing protect when generator in use	AI	Dan Hinkley	Aug 24, 2010	Bruce Vollstedt	
CORC - Prineville	Billeting area and gym utility room missing wall outlets and switch covers	AI	Dan Hinkley	Aug 24, 2010	Bruce Vollstedt	
COUTES	Production control room - fan blade on Trane htr inadequately guarded	AI	Russell Turner	Aug 3, 2010	Bruce Vollstedt	
COUTES	Prod Control Rm -- no bottom shelves on storage racks to prevent tipping	AI	Russell Turner	Aug 3, 2010	Bruce Vollstedt	
COUTES	North shop - no GFI in outlet next to water fountain	AI	Russell Turner	Aug 3, 2010	Bruce Vollstedt	
COUTES	Bay area - 2 deluge levers not equipped with tag or inspection testing	AI	Russell Turner	Aug 3, 2010	Bruce Vollstedt	
COUTES	Maint. Bay - home made 4 gang outlet box with extension cord	AI	Russell Turner	Aug 3, 2010	Bruce Vollstedt	
COUTES	POL Rm - storage rack not equipped with bottom shelf - tipping hazard	AI	Russell Turner	Aug 3, 2010	Bruce Vollstedt	
Herniston	GFI for generator - replace	QSI	Dan Hinkley	Oct 1, 2010	Bruce Vollstedt	Part not ordered
Herniston	Exit Light batteries - Need replace	QSI	Dan Hinkley	Oct 1, 2010	Bruce Vollstedt	Part not ordered
Herniston	Supply room computer desk, red and black extension cord in lie of penn wiring	AI	Dan Hinkley	Sept 2, 2010	Bruce Vollstedt	
Herniston	Supply area - daisy chain of extension cords	AI	Dan Hinkley	Sept 2, 2010	Bruce Vollstedt	
Herniston	Maintenance Bay - Black extension cord left plugged in	AI	Dan Hinkley	Sept 2, 2010	Bruce Vollstedt	
Herniston	Maintenance Bay - blue extension cord left plugged in	AI	Dan Hinkley	Sept 2, 2010	Bruce Vollstedt	
Herniston	NBC room - extension cord left	AI	Dan	Sept 2, 2010	Bruce Vollstedt	

		plugged in						
Herrnison	Admin Office room 113 – carpeting has wrinkles and folds	AI	Hinkley Dan	Sept 2, 2010	Bruce Vollstedt			
LaGrande	Pit area not labeled with confined space tag	AI	Hinkley Ken Long	Aug 11, 2010	Bruce Vollstedt			
LaGrande	Cpt Nicely's office – extension cord to surge protector	AI	Ken Long	Aug 11, 2010	Bruce Vollstedt			
LaGrande FMS	Tool storage room – electrical equipment with damaged cords	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	Overhead mechanical rm – landing not equipped with standard guard rail	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	Welding room – bench grinder tongue guard out of adjustment	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	Welding room – bench grinder rests not adjusted to within 1/8 inch	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	Electrical room – computer panel/rack prevents adequate work space for electrical panel B & Transformer	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	Unit storage bldg for vehicles – 3 out of 9 Hemet's not grounded	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	Not all vehicles in yard chalked	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	Orange extension cord left plugged in	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	Bay 5 – vehicle not chalked	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	All bays – extension cords attached to each exhaust recovery system left plugged in	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	Bay 4 – red extension cord with trouble light plugged in	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	Orange extension cord to Pepsi machine, outlet for machine damaged to water leak.	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			
LaGrande FMS	Small arms room – remove extension cord and repair outlet damaged by water leak	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt			

LaGrande FMS	7 ½ ton bridge crane not receiving frequent inspections	AI	Ken Long	Aug 12, 2010	Bruce Vollstedt	
Pendleton	Room 105 – orange extension cord plugged into surge protector	AI	Ken Long	Aug 10, 2010	Bruce Vollstedt	
Pendleton	Room 106 – orange extension cord plugged into surge protector	AI	Ken Long	Aug 10, 2010	Bruce Vollstedt	
Pendleton	Room 116-1 supply – orange extension cord plugged into surge protector	AI	Ken Long	Aug 10, 2010	Bruce Vollstedt	
Pendleton	Mechanical room – no exit sign over exit	AI	Ken Long	Aug 10, 2010	Bruce Vollstedt	
Pendleton	Mechanical room – very cluttered, difficult to move in	AI	Ken Long	Aug 10, 2010	Bruce Vollstedt	
Pendleton	Drill floor – outlet under water fountain not GFI	AI	Ken Long	Aug 10, 2010	Bruce Vollstedt	
Pendleton	Room 152 – surge protectors daisy chained together	AI	Ken Long	Aug 10, 2010	Bruce Vollstedt	
Pendleton	Room 149 – orange and black extension cord to surge protector	AI	Ken Long	Aug 10, 2010	Bruce Vollstedt	
Pendleton	Aviation tin bldg – swamp cooler inclined belt drive and squirrel cage not guarded & side panels off	AI	Ken Long	Aug 10, 2010	Bruce Vollstedt	
Redmond	Women's bathroom – sink area outlets no GFI	AI	Terri Daly	Aug 3, 2010	Bruce Vollstedt	
Redmond	Room with NBC cage – blue and yellow stripped extension cord being used in lieu of perm wiring	AI	Terri Daly	Aug 3, 2010	Bruce Vollstedt	
Umatilla Bldg 30 – Sim Net	Receipt. Faceplate broken	QSI	Dan Hinkley	Jan 10, 2011	Bruce Vollstedt	Pending
Umatilla Bldg 30 – Sim Net	No AED	QSI	Dan Hinkley	Jan 10, 2011	Bruce Vollstedt	
AASF#1	Hanger 2 HHC Supply Ram – extension cord in lieu of perm.	AI	Bill Wagers	April 27, 2010	Jeff Beck	Robin will check status

		Wiring						
AASF#1	Hangar 2 – Rm 209 – Recor Treadmill had damaged electrical cord	AI	Bill Wagers	April 27, 2010	Jeff Beck			
AASF#1	Hangar 2 – Rm 209 – extension cord being used in lieu of perm wiring	AI	Bill Wagers	April 27, 2010	Jeff Beck			
AASF#1	Hangar 2 – rm 216 – daisy chain of surge protectors	AI	Bill Wagers	April 27, 2010	Jeff Beck			
AASF#1	Hangar 2 – rm 200 – yellow extension cord used in lieu of perm wiring	AI	Bill Wagers	April 27, 2010	Jeff Beck			
AASF#1	Hangar 2 – Aircraft hanger bay – 7 foot high work stand not equipped with guard rails – mid rail missing	AI	Bill Wagers	April 27, 2010	Jeff Beck			
AASF#1	Hangar 2 – Avionics – soldering iron electrical cord damaged	AI	Bill Wagers	April 27, 2010	Jeff Beck			
AASF#1	Hangar 2 – Avionics – damaged cord to DC power west wall at work bench	AI	Bill Wagers	April 27, 2010	Jeff Beck			
AASF#1	Hangar 2 rm 103 – Mr Braeme area surge protector piggy backed	AI	Bill Wagers	April 27, 2010	Jeff Beck			
AASF#1	Hangar 2, rm 116 – damaged cord at plug on surge protector in SW corner of rm	AI	Bill Wagers	April 27, 2010	Jeff Beck			
AASF#1	Hangar 2 – Torch set – no flashback preventers	AI	Bill Wagers	April 27, 2010	Jeff Beck			
AASF#1	Counter drug – Rm 120 – Fire extinguisher without tag	AI	Bill Wagers	April 27, 2010	Jeff Beck			
ARC	1249 th supply – rm 227 – vac pack damaged cord	AI	Jim Layne	May 4, 2010	Jeff Beck			
ARC	1249 th – rm 207 – unstable cabinet on top of 2 drawer lateral	AI	Jim Layne	May 4, 2010	Jeff Beck			
ARC	JOC – 2 surge protectors daisy chained	AI	Jim Layne	May 4, 2010	Jeff Beck			

ARC	Room 119, wood bookcase unstable	AI	Jim Layne	May 4, 2010	Jeff Beck		
ARC	Room 135 – Halon fire extinguisher not inspected	AI	Jim Layne	May 4, 2010	Jeff Beck		
ARC	Room 138 – 3 surge protectors daisy chained	AI	Jim Layne	May 4, 2010	Jeff Beck		
ARC	Upstairs boiler room – 2 partially guarded shafts on baldor horizontal motors to #2 boiler	AI	Jim Layne	May 4, 2010	Jeff Beck		
ARC	1249 th supply rm 347 – surge protector plugged into an extension cord	AI	Jim Layne	May 4, 2010	Jeff Beck		
ARC	Room 347 – no flashback preventers on torch	AI	Jim Layne	May 4, 2010	Jeff Beck		
ARC	Room 343 – air vent on flammable storage locker blocked	AI	Jim Layne	May 4, 2010	Jeff Beck		
ARC	Room 341 – black truck jumper cable damaged at the plug	AI	Jim Layne	May 4, 2010	Jeff Beck		
ARC	Room 403 – area messy & cluttered with aisle partially blocked	AI	Jim Layne	May 4, 2010	Jeff Beck		
Grants Pass	Cargo box blocking fire extinguisher	QSI	John Unger	March 29, 2010	Jeff Beck		
Grants Pass	Backyard items needing to be stored	QSI	John Unger	Jan 12, 2010	Jeff Beck		
Grants Pass	Indoor Fire range housekeeping	QSI	John Unger	Jan 12, 2010	Jeff Beck		
Grants Pass	Missing PPE	QSI	John Unger	Jan 12, 2010	Jeff Beck		
Grants Pass	Receptacle cover missing RMA #112	QSI	John Unger	Jan 12, Mar 31, 2010	Jeff Beck		
Grants Pass	Extension Cord - Permanent wiring	QSI	John Unger	Jan 12, 2010	Jeff Beck		
Grants Pass	MSDS for supply room	QSI	John Unger	Jan 12, Mar 31, 2010	Jeff Beck		
Grants Pass	Flam Liquids in USAR vault room	QSI	John Unger	Jan 12 2010	Jeff Beck		
Grants Pass	Broken recap. In locker room	QSI	John Unger	Jan 12, 2010	Jeff Beck		

JFHQ	Tri-Care office boxes on top of equipment	QSI	Mark Duncan	Oct 6, 2010	Jeff Beck		
JFHQ	Jag office – orange extension cord in lieu of perm wiring	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Jag office – rm 216 – 2 5 unstable bookcases	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Janitor closet – 2 nd fl – electrical cord to vacuum damaged	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Janitor closet – 2 nd fl – bookcase unstable	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	PAO – daisy chain of power strips	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	PAO – orange extension cord used to connect TV in lieu of perm wiring	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Recruiting – vacuum has damaged cord	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Recruiting – daisy chain of surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Mechanical room for USPFO – air compressor – flexible cable was separated	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	USPFO break area – vacuum not equipped with ground	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Rom 56 – unstable bookshelves	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Room 60 – unstable bookcase	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	SSG Darrow – unstable book case	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	SSG Darrow – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	MSG Martinez – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Maj Chik – two missing outlet covers	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Nursing station – 2 broken outlet covers	AI	Mark Duncan	April 28, 2010	Jeff Beck		

JFHQ	PBO office – HQ Spare – bookcase unstable	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Plan/Ops area – outlet covers missing on all outlets	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Plan/Ops – gray ext cord used in lieu of perm wiring	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	SGT Philpot – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Education office – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	DCISM – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	DCISM – server rm – fire extinguisher needs to be installed	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Kristen Stanley – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	DCISM – strength mgmt cubicle – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	DCISM – SFC Baliff – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	CW3 Brundidge’s old office – unstable bookcases	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	G-1 – orange ext cord used in lieu of perm wiring	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	G-1 – surge protector to extension cord and then two other surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	G-1 – Admin – surge protectors daisy chained	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	G-1 – left side of hall – unstable bookcase	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Room 122 – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Room 124 – ext cord from outlet tot surge protector	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Room 124 – surge protector	AI	Mark Duncan	April 28, 2010	Jeff Beck		

		cord across walk area						
JFHQ	Room 124 – surge protector daisy chained at back desk area	AI	Duncan	2010	Jeff Beck			
JFHQ	Room 124 – cluttered and messy	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Room 128 – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Room 134 – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Room 130 – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Room 149 – extension cord used in lieu of perm wiring	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	HR – SPC Hagedorn –daisy chained surge protector	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Dale Brett's office – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Room 152 – extension cord used to attached surge protector	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Room 155 – vacuum has damaged plug – missing ground	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Robin Howards cubicle – extension cord to coffee bean grinder	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Mike Wilson's cubicle – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Room 153 – cluttered and messy	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Server room – orange extension cord used in lieu of perm wiring	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Server Room – ladder blocking electrical panel	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	Room 158 – Karl's office – surge protectors daisy chained	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	HQ supply – orange extension cord to stereo	AI	Mark Duncan	April 28, 2010	Jeff Beck			
JFHQ	HQ supply – refrigerator area – daisy chained surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck			

JFHQ	HQ Supply – Bde S-4 – storage rack unstable	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	HQ supply – storage rack for flags and poles unstable	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	SFC Cassel – rcfg area – extension cords connected to surge protectors	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	HQ supply – black extension cord from recruiting cage to office area	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	HQ supply – orange extension cord out of surge protector by Lexmark copier	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Fire extinguishers in locked cabinets are not being inspected/tags turned	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Facility Maint shop – two vacuums had damage plugs	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Facilities Maint – Milwaukee 90 degree grinder electrical cord was cracked	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Boiler room – Pump p-2, p-1 breakers blocked by cart	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Mail room – storage rack unstable	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Drill floor – mail room end – missing cap to panic bar on door	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Drill floor stage – extension cord used to power raise platform	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	Drill floor – pedestal floor fan – cord is damaged	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	DCOPS – storage are behind FMS – raceway for fluorescent lights in back missing	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	DCOPS – storage – no loading/limit posted	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ	DCOPS storage – no guard rails	AI	Mark Duncan	April 28, 2010	Jeff Beck		

		on overhead storage area	AI	Duncan	2010	Jeff Beck		
JFHQ		DCOPS storage – no tube protectors on fluorescent lights	AI	Mark Duncan	April 28, 2010	Jeff Beck		
JFHQ		HQ Fueler back of FMS – 4 fuelers did not have static ground attached	AI	Mark Duncan	April 28, 2010	Jeff Beck		
Lane County FMS		POL Room – flammable storage cabinet door not working properly	AI	Mike Wiley	June 1, 2010	Jeff Beck		
Lane County FMS		Wash rack – closed due to oil/water separator & drainage	AI	Mike Wiley	June 1, 2010	Jeff Beck		
Lane County FMS		Room 202 – no MSDS sheets for flammable materials stored in room	AI	Mike Wiley	June 1, 2010	Jeff Beck		
Lebanon RC		Hand rail on stairs for storage area	QSI	Doug McClellan	Oct 18, 2010	Jeff Beck		
Medford		Unguarded area on roof for air conditioning units	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Surge Protectors daisy chained – room 106	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Surge Protectors daisy chained – room 126	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Room 134, no outlet covers on outlets	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Room 125 – Extension cord in lieu of perm. Wiring	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Room 117 – extension cord to computer – replace with surge protector	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Room 117 – daisy chained surge protector – r replace with longer cord	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Room 118- daisy chained surge protector	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Room A 1-186 supply room, extension cord plugged into surge protector	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Fitness Center – Modine heater	AI	Ray	July 27, 2010	Jeff Beck		

		fan blade guard opening greater than 1/2 inch		Osborne				
Medford		Room A 1-186 locker room, Medicine heater fan blade guard opening greater than 1/2 inch	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Men's shower stalls east/south end has green mold/slim & heavy rust	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Kitchen area – needs "Not an Exit" sign on main door.	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Kitchen area – needs directional area sign at exit in back wash area.	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Boiler Room – flexible metal cable at Honeywell actuator was split at connection – repair flex cable	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		F Co 141 BSB supply room – Fire Extinguisher not inspected since 2009	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		A Co and F Co, ensure fire extinguishers in vehicles are inspected monthly	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford		Flammable Storage building has no power source	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford FMS		No fall protection for Srvc Panels - need railing	QSI	Ray Osborn	Dec 22, 2010	Jeff Beck		Pending
Medford FMS		No fall protection for HV/AC	QSI	Ray Osborn	Dec 22, 2010	Jeff Beck		Pending
Medford FMS		Upstairs reset office – extension cord plugged into power strip	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford FMS		Upstairs reset office – extension cord to overhead light	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford FMS		Bay 3 – electrical box and cord to parts washer loose causing stress on wires	AI	Ray Osborne	July 27, 2010	Jeff Beck		
Medford FMS		Blue trouble light had broken	AI	Ray	July 27, 2010	Jeff Beck		

Medford FMS	handle at electrical cord Parts shed – black extension cord plugged into surge protector	AI	Osborne Ray Osborne	July 27, 2010	Jeff Beck			
Medford FMS	Orange and green storage rack not secured to wall	AI	Ray Osborne	July 27, 2010	Jeff Beck			
Medford FMS	Wash rack area – no railing on stairs	AI	Ray Osborne	July 27, 2010	Jeff Beck			
Medford FMS	Fumes funneling upstairs collecting in storage/parts area exposing employees	AI	Ray Osborne	July 27, 2010	Jeff Beck			
Roseburg	Room 115 – surge protectors daisy chained	AI	John Unger	Aug 18, 2010	Jeff Beck			
Roseburg	Kitchen area – no sign on “no exit door”	AI	John Unger	Aug 18, 2010	Jeff Beck			
Roseburg	Maint room – ladder blocking electrical panel	AI	John Unger	Aug 18, 2010	Jeff Beck			
Roseburg	Recruiting office – cover missing exposing inner energized conductors	AI	John Unger	Aug 18, 2010	Jeff Beck			
Roseburg	Update fire evac plan and schematics	AI	John Unger	Aug 18, 2010	Jeff Beck			
Salem 17 th St Armory	Room 2- orange extension cord to surge protector	AI	Doug McClellan	May 5, 2010	Jeff Beck			
Salem 17 th St Armory	Classroom – daisy chain of surge protectors	AI	Doug McClellan	May 5, 2010	Jeff Beck			
Salem 17 th St Armory	Room 9 – daisy chained surge protectors	AI	Doug McClellan	May 5, 2010	Jeff Beck			
Salem 17 th St Armory	Circulating pump room – 2 ft deep floor opening with no cover	AI	Doug McClellan	May 5, 2010	Jeff Beck			
Salem 17 th St Armory	Room 11 – 2 orange extension cords plugged into surge protector	AI	Doug McClellan	May 5, 2010	Jeff Beck			
Salem 17 th St Armory	Room 11 – heater below ft high – install guarding on fan	AI	Doug McClellan	May 5, 2010	Jeff Beck			
Salem 17 th St Armory	Room 12 – Pace air handlers inclined belt drive not enclosed	AI	Doug McClellan	May 5, 2010	Jeff Beck			

Salem 17 th St Armory	Room 15-c – 2 surge protectors daisy chained together	AI	Doug McClellan	May 5, 2010	Jeff Beck	
Salem 17 th St Armory	Room 15-H – air handler belt drive not fully enclosed	AI	Doug McClellan	May 5, 2010	Jeff Beck	
Salem 17 th St Armory	Room 17 – inclined belt drive on air handler not fully enclosed	AI	Doug McClellan	May 5, 2010	Jeff Beck	
Salem 17 th St Armory	Room 17 – 2 fire extinguishers not inspected	AI	Doug McClellan	May 5, 2010	Jeff Beck	
Salem 17 th St Armory	Room 21 – 2 daisy chained surge protectors	AI	Doug McClellan	May 5, 2010	Jeff Beck	
Salem 17 th St Armory	Room 25 – extension cord to surge protector to extension cord	AI	Doug McClellan	May 5, 2010	Jeff Beck	
Salem 17 th St Armory	Room 28 – orange extension cord used in lieu of permanent wire	AI	Doug McClellan	May 5, 2010	Jeff Beck	
Salem 17 th St Armory	Room 23-a – Kitchen/break area not equipped with GFI	AI	Doug McClellan	May 5, 2010	Jeff Beck	
Salem FMS	Fire extinguisher located in pressure washing area not inspected	AI	Mark Duncan	April 29, 2010	Jeff Beck	
Salem FMS	Rom 107a – 2 bookcases unstable	AI	Mark Duncan	April 29, 2010	Jeff Beck	
Salem FMS	Fire extinguisher near female restroom not inspected	AI	Mark Duncan	April 29, 2010	Jeff Beck	
Salem FMS	Upstairs – bookcases unstable	AI	Mark Duncan	April 29, 2010	Jeff Beck	
Salem FMS	107a – roof – no fall protection	AI	Mark Duncan	April 29, 2010	Jeff Beck	
Salem FMS	All fire extinguisher not been inspected	AI	Mark Duncan	April 29, 2010	Jeff Beck	
Salem FMS	Bay 1 – North end – orange extension cord plugged into surge protector	AI	Mark Duncan	April 29, 2010	Jeff Beck	
Salem FMS	Bay 1 – North end – yellow extension cord plugged into damaged surge protector	AI	Mark Duncan	April 29, 2010	Jeff Beck	
Salem FMS	Bay 3 – North workbench –	AI	Mark	April 29,	Jeff Beck	

		orange extension cord out of 4 gang drop cord to trouble light			Duncan	2010		
		Bay 4 – North – workbench area – orange extension cord plugged into surge protector	AI	Mark Duncan	April 29, 2010	Jeff Beck		
	Salem FMS	Bay 4 – solvent tank located in passage way preventing minimum width of 28 inches	AI	Mark Duncan	April 29, 2010	Jeff Beck		
	Salem FMS	Bay 5 – North – black extension cord used to s surge protector	AI	Mark Duncan	April 29, 2010	Jeff Beck		
	Salem FMS	Bay 5 – no flash back preventers on torch	AI	Mark Duncan	April 29, 2010	Jeff Beck		
	Salem FMS	Bay 5 – South - orange extension cord plugged into surge protector	AI	Mark Duncan	April 29, 2010	Jeff Beck		
	Salem FMS	Bay 5 – South – electrical cord to work light damaged	AI	Mark Duncan	April 29, 2010	Jeff Beck		
	Salem FMS	Bay 4 – South – yellow extension cord plugged into surge protector	AI	Mark Duncan	April 29, 2010	Jeff Beck		
	Salem FMS	Bay 2 – South – yellow extension cord to surge protector	AI	Mark Duncan	April 29, 2010	Jeff Beck		
	Salem FMS	Bay 2 – North – extension cord to surge protector	AI	Mark Duncan	April 29, 2010	Jeff Beck		
	Salem FMS	Bay 2 – IBS retractable trouble light damaged for 3 inches at light	AI	Mark Duncan	April 29, 2010	Jeff Beck		
	Springfield	BLM – 2 6ft high bookcases – unstable	AI	Mike Wiley	June 1, 2010	Jeff Beck		
	Springfield	Room 276 – wood and glass bookcases unstable	AI	Mike Wiley	June 1, 2010	Jeff Beck		
	Springfield	Navy area – upstairs – coffee area – extension cord with 3 outlet end used in lieu of wiring	AI	Mike Wiley	June 1, 2010	Jeff Beck		
	Springfield	Marine area – rm 117 – 4 wood bookcases – unstable	AI	Mike Wiley	June 1, 2010	Jeff Beck		
	Springfield	Room 122 – 6 ft metal	AI	Mike Wiley	June 1, 2010	Jeff Beck		

		bookcases unstable						
Springfield	No published evac plan or routes	AI	Mike Wiley	June 1, 2010	Jeff Beck			
SRC	Room 120 – daisy chain surge protectors	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Room 120 – unstable book case	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Room 124A – switch plate missing by door	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Room 117 – book cases unstable	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Fire extinguisher's not updated/inspected	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Room 115 – book case unstable	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Room 107 – no GFI over sink area	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Janitor rm by kitchen – no tube protector over fluorescent light	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Kitchen – piping needs to be labeled to indicate what is carried inside	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Kitchen – Fire suppression system has not been inspected	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Men's shower area – mildew and swell issues in shower area	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Men's shower area fan – not clean and filter needs to be changed	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Upstairs – rm 202 – electrical panel has missing breaker with no blank installed	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Room 204 – broken outlet cover	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Room 204 – extension cord used in lieu of perm wiring	AI	Dave Provost	Aug 30, 2010	Jeff Beck			
SRC	Room 202 – storage racks unstable	AI	Dave Provost	Aug 30, 2010	Jeff Beck			

SRC	Room 204 – surge protectors daisy chained together	AI	Dave Provost	Aug 30, 2010	Jeff Beck	
SRC	Maint Bays – extension cord used to charge high lift was left plugged into wall	AI	Dave Provost	Aug 30, 2010	Jeff Beck	
SRC	Freezer area – rm 103 – orange extension cord plugged into surge protector & daisy chained	AI	Dave Provost	Aug 30, 2010	Jeff Beck	
SRC	Room 101 – orange extension cord plugged into surge protector	AI	Dave Provost	Aug 30, 2010	Jeff Beck	
SRC	South end – Exit sign not mounted	AI	Dave Provost	Aug 30, 2010	Jeff Beck	
SRC	Bathroom – light bulb missing exposing inner energized conductor	AI	Dave Provost	Aug 30, 2010	Jeff Beck	
SRC	No published emergency action plan	AI	Dave Provost	Aug 30, 2010	Jeff Beck	

Automated External Defibrillators (AEDs)

Did you know nearly 350,000 people die of sudden cardiac arrest each year? Currently, the chances of surviving sudden cardiac arrest (SCA) without the aid of an automatic external defibrillator (AED) are one in twenty. However, with an AED, chances of survival improve to one in three. The use of AEDs could save 100,000 lives per year!



What is SCA?

The heart normally has a rhythmic beat which causes the blood to move in a consistent, predictable way. When someone has an SCA event, the heart begins to pump irregularly and ineffectively. This is called ventricular fibrillation (VF). VF is not to be confused with the heart attack where blood flow to the heart muscle is blocked. With VF, the blood stops circulating adequately, breathing stops, and eventually the victim will die.

Another SCA event is ventricular tachycardia (VT), when the heart muscles start to “quiver” instead of working together to push blood through the system.



CPR alone does not replace defibrillation in an SCA incident. CPR can only assist the victim for a short time until medical help arrives. However, medical assistance can be many minutes away. According to the American Heart Association, the chances of survival decrease 10 percent with each passing minute that the heart beat is not returned to normal. Very few people have survived SCA after 10 minutes with no medical treatment. Unfortunately, we don't know why SCAs occur, nor how to prevent them. We do know, however, how to fix them if they occur—AEDs.

What is an AED?

You've seen full-sized defibrillators on television. When the doctor shouts “Clear” and shocks the victim, they are using a defibrillator. The AED works the same—it shocks the heart back into a normal rhythm to restore a pulse. Manufacturers have developed lighter, smaller, battery-operated, computer-controlled models which nearly anyone can use. You can find them located in your facility.

Signs and symptoms of SCA

Symptoms of SCA are very sudden and dramatic. Typically, the victim will collapse, and show no sign of a pulse. At this point, emergency medical help must be summoned, and the AED used. The victim's chest is bared, all visible jewelry or medicine patches are removed, and the electrode pads are attached. Once the electrical pads are attached, the AED is turned on. Many AEDs will prompt the operator through the necessary steps to use it. If the AED does not sense a shockable event, no shock is given. Others will function automatically, applying a shock to the victim after sounding a warning alarm.

Laws and liability

In May 2000, Congress passed the Cardiac Arrest Survival Act to establish a national standard that provides Good Samaritan immunity for cardiac arrest care providers, trainers, and owners of property where AEDs are kept. A legal trend is starting to appear which suggests that failing to provide AEDs to respond to an SCA incident may be deemed as negligent.

Personal Protective Equipment (PPE)

Eye Protection

It can only take a moment for you to lose your sight. Because of workplace hazards, OSHA requires that employers supply appropriate eye protection. However, the employee must take responsibility and use the personal protective equipment (PPE) that is provided. OSHA reported that in 1994 there were 83,500 disabling eye injuries. However, eye injuries can be prevented if you use proper eye protection and maintain that eye protection.

What must my employer do?



Your employer must ensure that:

- all workers required to wear eye protection understand how to use it so that it offers the most protection.
- workers must demonstrate understanding of the training and the ability to use it properly before being allowed to perform work requiring its use.

What must I do?

As an employee who is required to wear eye protection, you must:

- understand how to use the required PPE.
- know how to properly clean and maintain the PPE.
- know the locations of and how to use the eyewash stations.

What must eye protection do?

At a minimum, eye protection must:

- adequately protect against the particular hazards for which they are designed.
- be reasonably comfortable when worn under the designated conditions.
- fit snugly without interfering with the movements or vision of the wearer.
- be durable and be capable of being disinfected.
- be easily cleanable and be kept clean and in good repair.

PPE – Glove Selection

Hand protection is extremely important in jobs that can be dangerous to the hands.

Glove selection

Employers must select, and require you to use, appropriate hand protection when your hands are exposed to hazards such as those from skin absorption of harmful substances; severe cuts or lacerations; severe abrasions; punctures; chemical burns; thermal burns; and harmful temperature extremes.

Determine the types of features that are needed:

- Palm grip type (rough, smooth);
- Sewn or molded;
- Curved or straight finger design;
- Insulated (for protection against heat or cold);
- Wrist, elbow, or shoulder length;
- Cuff or no cuff;
- Coating (for chemical resistance);
- Cut resistant (usually made of Kevlar fabric).



Length & Size

Determine the length of the glove by measuring how far you will need to immerse your arm into a solution. Take into account any splash protection that is needed. Gloves that are too tight can cause fatigue and numbness. Ones too loose can fall off or get caught in equipment. Determine the proper size by using a cloth measuring tape to measure around the circumference of your hand. Measure around the widest point of the palm. If it's 8 inches then you need a size 8 glove. (Remember actual sizes vary by manufacturer and even by different styles from the same manufacturer.)

Disposable or reusable

Select either a disposable or reusable glove. Some tasks require a disposable glove.

Personal Protective Equipment (PPE)

Foot Protection

Your feet are subject to many types of skin diseases, cuts, punctures, burns, sprains, and fractures. But sharp or heavy objects falling on the foot are the primary source of foot injury in the workplace. One study of workers who suffered foot injuries showed that less than 25 percent were wearing safety shoes or boots at the time of the accident.

Foot protection is important

Foot protection is guarding your toes, ankles, and feet from injury. Manufacturers now offer a wide variety of protective devices. Manufacturers also continually update materials and engineering of their products to ensure protection from new hazards.

Specific types of safety shoes

Safety shoes come in many descriptions of some types of



varieties to suit very specific industrial applications. Here are safety footwear.

1. **Safety shoes**—have toe guards that meet testing requirements found in the American National Standards Institute (ANSI) consensus standard on protective footwear (ANSI Z41-1991). Steel, reinforced plastic and hard rubber are used for safety toes, depending on their intended use.
2. **Metatarsal guards**—or instep guards protect the upper foot from impacts. In these shoes, metal guards extend over the foot rather than just over the toes.
3. **Conductive shoes**—prevent the accumulation of static electricity that builds up in the body of the wearer. Employees in munitions factories or refineries often wear these type of shoes.
4. **Electrical hazard shoes**—offer protection against shock hazards from contact with exposed circuits. These shoes are most effective when they are dry and in good repair.
5. **Puncture resistant shoes**—protect against hazards of stepping on sharp objects that can penetrate standard shoe soles. They are used primarily in construction work.

The above list is just a few of the many safety shoes available for a wide range of applications.

The hazards in the workplace

Foot protection should not be used as a substitute for engineering, work practices, and/or administrative controls. Foot protection should be used in conjunction with these controls to provide for employee safety and health in the workplace. But, sharp or heavy objects falling on the foot are the primary source of injury. Other hazards include:

1. **Compression**—the foot or toe is squeezed between two objects or rolled over.
2. **Puncture**—a sharp object like a nail breaks through the sole.
3. **Electricity**—a hazard when working around unguarded electrical equipment.
4. **Slipping**—contact with surface hazards like oil, water, or chemicals causes falls.
5. **Chemicals**—and solvents corrode ordinary safety shoes and can harm your feet.
6. **Molten metal**—can splash into the tops of shoes and cause severe burns.
7. **Wetness**—the primary hazard may be slipping but others may also include discomfort and even fungal infections if your feet are wet for long periods of time.

Does your safety footwear meet the OSHA requirements?

When selecting safety footwear, it is important to look for shoes that meet the ANSI requirements. OSHA regulations state that safety shoes must meet the requirements of ANSI Z41-1991. These standards set the requirements for safety shoes in the areas of impact, compression, conductivity, and puncture resistance performance. You always want to match the footwear to the job and its hazards.

Training

OSHA's general industry standard on personal protective equipment (PPE) at 29 CFR 1910.132 requires training that applies to the use of protective footwear. You should know:

- When & What PPE is necessary.
- How to properly don, doff, adjust, and wear PPE.
- The limitations of the PPE.
- The proper care, maintenance, useful life, and disposal of the PPE.

Personal Protective Equipment (PPE)

Head Protection

Common sense normally dictates when you need head protection. However, if common sense doesn't prevail, then we have the OSHA regulations to fall back on. In general industry the regulations state that employees must be protected in work areas where there is a possible danger of head injury from impact, or from falling or flying objects, or from electrical shock and burns. Therefore, the environment will dictate the need for head protection.

How hard hats protect you

Head injuries are caused by falling or flying objects or by bumping your head against a fixed object. Other head injuries are from electrical shock and burns. Hard hats are designed to do two things: resist penetration and absorb the shock of a blow.

Hard hats lessen injury because they are designed with a hard outer shell and a suspension system inside. You should use hard hats when you are working in an area where there is a possible danger of head injury from impact, or from falling or flying objects, or from electrical shock and burns.

Types of hard hats

Hard hats fall into two types and three classes and are intended to provide protection against a specific hazardous condition.

The types include Type 1 and Type 2:

- A **Type 1** helmet is one with a full brim that is at least 1.25 inches wide.
- The **Type 2** hard hat has no brim and has its peak extending forward from the crown.



The classes of hard hats are class A, B, and C:

- **Class A** hard hats provide general service, limited voltage protection. Class A hats are used for protection against impact hazards. Mining, building construction, tunneling, and lumbering are examples of industries that use Class A hard hats.
- **Class B** hard hats provide utility service, high voltage protection. A Class B hat protects the head from impact and penetration from falling and flying objects and high-voltage shock and burn. It is mainly used during electrical work.
- **Class C** helmets provide special service, no voltage protection. The design of Class C hats provides lightweight comfort and impact protection. They are used where there is no danger from electrical hazards.

In 1997, the American National Standards Institute (ANSI) released a revised standard (ANSI Z89.1-1997) which made revisions to the types and classes of hard hats. If you purchase new hard hats, you may find these revised classifications:

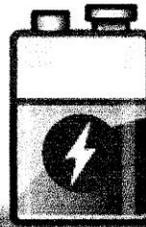
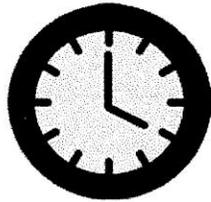
- A **Type 1** helmet is intended to reduce the force of impact resulting from a blow only to the top of the head.
- A **Type 2** helmet is intended to reduce the force of impact resulting from a blow which may be received off center or to the top of the head.
- **Class G** (General) hard hats are intended to reduce the danger of contact exposure to low voltage conductors (proof-tested at 2,200 volts (phase to ground)).
- **Class E** (Electrical) hard hats are intended to reduce the danger of contact exposure to high voltage conductors (proof-tested at 20,000 volts (phase to ground)).
- **Class C** (Conductive) hard hats are not intended to provide protection against contact with electrical conductors.

Maintenance of your head protection

In order to prolong your hard hat and provide head safety, you should:

- Check your hat daily for signs of dents, cracks, or penetration. This inspection should include the shell, suspension, headband, and sweatband. A hard hat should not be used if signs of damage to any of these parts are found.
- Keep your hat out of the rear window shelf of your car. Sunlight and heat can affect the degree of protection the hat provides.
- Clean your hat once a month in warm, soapy water. You should scrub and rinse the shell with clear, hot water.
- Avoid getting paint on the hard hat. Some types of paints and thinners may damage the shell or weaken the hard hat itself.

DON'T FORGET



Daylight savings time is
Sunday, March 13th.
Remember to change your
clock forward one hour and to
change your smoke alarm
batteries if applicable.

Webb Robin M

From: Webb Robin M
Sent: Wednesday, February 09, 2011 4:03 PM
To: 'Vollstedt, Bruce Mr NGOR'
Subject: RE: Fork Lift training

No problem.

-----Original Message-----

From: Vollstedt, Bruce Mr NGOR [mailto:bruce.vollstedt@us.army.mil]
Sent: Wednesday, February 09, 2011 4:02 PM
To: Webb Robin M
Subject: Re: Fork Lift training

Thanks Robin.....BV

-----Original Message-----

From: Webb Robin M
To: Tavoloni, Anthony W 1LT NGOR
To: Jeff Beck
To: Dennis A CIV NG ORARNG Bjarnson
To: Deckert, Timothy J LTC NGOR
To: Dohrman Bryce E
To: Fillman Mark
To: Timothy L SMSgt MIL CIV NG ORARNG Gilbert
To: Dan Hinkley
To: Hochstrasser, Aaron D CIV NG ORARNG
To: Kroeker Terrilyn A
To: Palmer, Ryan Q TSGT NGOR
To: Sevey Terry L
To: Sevey, Terry L Mr NGOR
To: Shull, Mark K LTC NGOR
To: STUCKEY Dave
To: Russ Turner
To: Unger, John A Mr NGOR
To: BV
To: Webb, Robin M Mrs. State NGOR
To: Wiley, Michael A Mr NGOR
To: ZASTOUPIL Cherie
Sent: Feb 9, 2011 4:00 PM
Subject: FW: Fork Lift training

FYI - Here is our answer.

From: Haverkost Ronald L [mailto:ronald.l.haverkost@state.or.us]
Sent: Wednesday, February 09, 2011 3:57 PM
To: SCHWABE Tomas
Cc: WEBB Robin M
Subject: RE: Fork Lift training

A Bobcat(skid steer) is not in the category of (PIT)power industrial trucks/(forklifts).
The PIT training requirement does not apply regardless of attachments used.

Ron

503 947 7421

From: Schwabe Tomas [mailto:tomas.schwabe@state.or.us]
Sent: Wednesday, February 09, 2011 3:54 PM
To: WEBB Robin M
Cc: 'Haverkost Ronald L'
Subject: RE: Fork Lift training

Robin,

This is a question for Ron Haverkost!

Tomas

Ron?

From: WEBB Robin M
Sent: Wednesday, February 09, 2011 10:52 AM
To: Schwabe Tomas
Cc: Beck, Jeffery A CIV NG ORARNG
Subject: Fork Lift training

Hi Tomas, another question. We apparently have purchased a Bobcat in which it comes with attachments. One of those attachments is a set of forks which basically turns this into a "similar" version of a fork lift. The employees who will be operating the Bobcat have been trained in the use of it and also it's attachments. Do they also need to undergo Fork Lift training?

Safety Training Schedule

Date	Program	Type	Time	Where
April 7, 2011	JFHQ	Mgr/Sup Trng	8 to Noon	JFHQ rm 236
May 12, 2011	JFHQ	Mgr/Sup Trng	8 to Noon	JFHQ – VTC Rm - VTC
July 12, 2011	JFHQ	Safety Cmt Trng	8 to Noon	JFHQ – VTC Rm - Audio
Aug 15, 2011	JFHQ	Safety Cmt Trng	8 to Noon	JFHQ – VTC Rm - VTC

Fire Department Walkthrough
Salem Reserve Center
February 11, 2011

A walk through of the SRC was requested through the Salem Fire Department. On February 11, 2011, Station 10 arrived at the SRC at 10:00 AM. The walk through consisted of Robin Webb, Jeff Beck, Captain Robert Livingston of Station 10 and two other Firemen.

Here are their findings:

Room 203:

The fire hose hanging from the wall was made in 1950. This hose is not longer operable and should be removed. It leads to the impression that if there was a fire, someone could use the hose to put it out.

Captain Livingston also indicated that the electrical box currently has a table located in front of it. There should be a 24 inch clearance in front of the panel. He also indicated that the cardboard boxes and other items that are placed in the aisle ways should be removed or relocated. If there are items that have not been used in 40 years, they should be moved to Archives.

Room across from 203 at top of stairs:

Keep things away from the heater if they are still operable. "Gorilla" type racks should be secured to the wall in order to avoid their tipping over either due to weight or seismic events.

Room 109:

Limit the number of paper boxes (cardboard) and paper. These items easily become fuel for a fire. Again, keep items that are combustionable away from heat sources. That includes cardboard and binder stored in the corner.

Room 118:

This room also had some cardboard that was being stored against a heat source.

Room 112:

Nothing to report

Double Door Exit:

Captain Livingston indicated it would be a good idea to relocate the items being stored in the path of the exit doors (recycle and garbage cans) as they impede the exit route.

Tim's Office:

Paper sitting on or around heat source

Roy's Office:

Mindful of papers and burnable stuff

Upstairs (above Women's restroom)

One desk had a Daisy Chain of surge protectors. Also, the cords that are taped to the floor should be taken up occasionally and checked for worn or frayed cords.

Classroom:

There was nothing to report

Under stairs leading to upstairs:

Check hot water heater occasionally to ensure there are no flammables being stored around it.

PTAE:

Nothing to report

Electrical Panel outside of Kitchen area:

Nothing to report

Suppression System:

Not sure if there is any need to do anything with the system. Assumes it has been decommissioned. If so, there is nothing that needs to be done, if still in commission, needs to have its annual testing done.

Electrical Panel in Kitchen:

Was being blocked due to defrosting refrigerator. Important to keep them clear and closed. The door was not shut tightly, when closed tightly it helps contain any electrical fires that may occur.

Drill Floor:

There were two junction boxes above pop machine area that did not have covers on them. The question came up as to whether there needed to be egress lights and if the fire hydrant was personally owned or City owned.

Other Suggestions/Comments:

Need to work out an evacuation plan with all tenants in the building and an assembly area. Also, need to obtain a Knox box so that if there is an event after hours, the Fire Dept. will be able to gain access to the building. There was also mention that due to the age of the building and the look of the cement blocks, it probably would not fair well in a seismic event.

The Fire Hydrant was tested for water pressure and passed. Question was raised about Occupancy posting; Captain Livingston will contact the Fire Marshall's office to make determination if one is needed. He will also ask about battery back up lights (egress) for the Exit signs and whether we should have smoke detectors in the building due to no alarm system.

Questions, please let me know.

Robin Webb
Safety Manager
503-584-3581