



This month's newsletter touches on two topics that have been of concern recently for members - Forklift Safety and preparing for working in the heat that is coming everyone's way as we enter the summer months.

Forklift safety is not only important for the operators themselves, but also for the safety of your other employees and your customers. Let us know if you need training at your company.

Heat and humidity can cause several different types of illnesses. You should encourage your employees to not wait until they feel thirsty to hydrate - you are well on your way to becoming dehydrated when you feel thirsty. We have provided a quick reference chart on the back page regarding various signs and symptoms of the three main types of heat-related illnesses to keep an eye out for.

- Your HISIG Loss Control Team  
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## THINK SAFETY WHEN DRIVING A FORKLIFT

Forklifts, also called powered industrial trucks, help us perform essential tasks in our warehouse, but they are also quite dangerous. Driving a forklift is a serious responsibility and should not be taken lightly. Forklift drivers must be properly trained and follow all safety procedures and precautions.

Below are some of the basic safety practices that we expect our forklift drivers to observe.

### Maintenance

- Each day, check that the truck is ready for the day's work and perform any necessary maintenance before operating.
- Report any malfunction or poor performance to your supervisor immediately.

### Loading

- Use reverse when going down inclines and go forward up inclines.
- Do not travel with the load elevated, and keep the load stable and as close to the floor as possible.
- Avoid raising or lowering a load while the truck is moving.
- Always keep the load tilted back towards the carriage while raising and lowering.
- Make sure the load is balanced and is within the capacity of the truck.
- Never use the forks as a personnel elevator unless properly equipped.

### Loading

- Always make sure your driving path is clear.
- Slow down for corners, blind spots and doorways.
- Drive defensively by always being aware of your surroundings and watching for the unexpected.
- Never try to turn on an incline.
- Cross tracks diagonally and slow down for uneven floors and surfaces.
- Keep legs, arms, feet, hands and head inside the truck.
- Stay on the lookout for co-workers and customers – they may not always notice you or realize the safety hazard.
- Always give those on foot the right of way.
- Stay out from under forks and loads.
- Never show off or use the machine for anything other than your specified job tasks.
- Never give anyone a ride or allow anyone who is untrained to operate the forklift.

***Need Forklift Certification?  
Contact us to set up training.  
hisigLC@sgbinsurance.com***



**Heat and humidity can cause several different types of heat-related illnesses such as heat cramps, heat exhaustion and heat stroke.** Knowing the signs and symptoms of each type of heat-related illness will help to keep you safe on the job. Normally, the body has ways of keeping itself cool by allowing heat to escape through the skin and evaporating sweat (perspiration). However, if the body does not cool down properly or does not cool down enough, a person may suffer a heat-related illness. Anyone is susceptible to a heat-related illness, but the very young and elderly are at the greatest risk. Beyond that, heat-related illnesses can become serious or even deadly if unattended.

*Knowing the signs and symptoms of the various types of heat-related illnesses can prevent serious cases. It is critical to overall health to stay properly hydrated, especially when working in hot and humid environments.*

## Heat-Related Emergency Guide

The first step is always prevention. In hot and humid environments, always wear loose-fitting and lightweight clothes, take frequent breaks, drink lots of fluids, avoid caffeine (coffee and soda) and alcohol, and do not stay in direct sunlight for long periods of time.

### Signs & Symptoms

Heat Cramps	Heat Exhaustion	Heat Stroke
Heat cramps are muscular pain and spasms due to heavy exertion. Generally thought to be caused by a loss of water and salt through sweating.	Heat exhaustion is caused by fluid loss causing blood flow to decrease to vital organs. As a result of dehydration, victims often complain of flu-like symptoms hours after exposure.	Heat stroke is the most serious type of heat-related illness that is LIFE THREATENING and requires IMMEDIATE care.
Heat cramps usually occur during outdoor activities or strenuous activities. Can occur even when it does not seem very hot or humid.	Heat exhaustion is serious but not life threatening, if identified and treated properly. Without treatment, heat exhaustion can lead to heat stroke.	Heat stroke occurs when the body's heat regulating system fails. Body temperatures raise to a point that brain damage and death may result, unless the body is cooled very quickly.
Signs & Symptoms	Signs & Symptoms	Signs & Symptoms
<ul style="list-style-type: none"> <li>• Leg cramps</li> <li>• Muscle spasms</li> <li>• Stiff abdomen</li> <li>• Weak, faint or dizzy</li> <li>• Stiff abdomen</li> <li>• Possible nausea</li> <li>• Normal mental status</li> </ul>	<ul style="list-style-type: none"> <li>• Skin is cool and moist</li> <li>• Excessive perspiration</li> <li>• Pupils are dilated (large)</li> <li>• Body temp near normal</li> <li>• Headache</li> <li>• Weak, dizzy or faint</li> <li>• Disorientation</li> <li>• Dark and decreased urine</li> </ul>	<ul style="list-style-type: none"> <li>• Skin is hot and dry</li> <li>• No sweating</li> <li>• Pupils are very small</li> <li>• Victim is confused or unable to think straight</li> <li>• Possible seizures</li> <li>• Body temperature is very high (can be as high as 105° F)</li> </ul>

### Treatment

Heat Cramps	Heat Exhaustion	Heat Stroke
<ul style="list-style-type: none"> <li>• Move to a cooler location</li> <li>• Seek medical help if victim loses consciousness</li> <li>• Drink plenty of fluids</li> </ul>	<ul style="list-style-type: none"> <li>• Get medical attention</li> <li>• Move victim to a cool area</li> <li>• Lay victim on their back and elevate feet 8-10 inches</li> <li>• If conscious, give water every 15 minutes</li> <li>• Cool by fanning or spraying with cool water</li> </ul>	<ul style="list-style-type: none"> <li>• Call 911 immediately</li> <li>• Move victim to a cool area</li> <li>• Loosen clothing</li> <li>• Douse body with water</li> <li>• Apply ice packs or wet clothes to neck, armpits and groin</li> </ul>

### General Guidelines and Reminders

Do not underestimate the seriousness of heat-related illnesses. Do not give medication to reduce fever and do not allow the victim to drink any caffeinated or alcoholic beverages. In heat-related emergencies, do not overlook other medical conditions that might be complicated by excessive heat. When in doubt, seek medical attention as soon as possible.

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