

SIC/Industry

2001 Indemnity Claims

RETAIL TRADE

58 Eating and Drinking Places	340
53 General Merchandise Stores	254
54 Food Stores	176

Eating and Drinking Places

Analysis

This industry group includes establishments primarily involved with the retail sale of prepared food and drinks for on-premise or immediate consumption. Almost every imaginable food and beverage operation is a part of this group.

Falls are a major problem for workers in this industry. In 2001, there were 125 indemnity claims from falls on the same level and 17 from falls from elevation. This experience in New Mexico mirrors the national statistics. Back injuries from overexertion, lifting objects require attention. Being struck by or against objects are also affecting workers. Other areas of concern are bodily reaction, injuries from being rubbed or abraded and being caught in, under or between machinery. All body parts are affected. Cashiers were ninth and Cooks were number ten on the List of Occupations with the Twenty Highest Newly Reported Indemnity Claims in New Mexico for 2001 with 122 and 117 respectively. Waiters and Waitresses were seventeenth with 73 claims followed by Kitchen Workers, Food Preparation with 68 claims and Miscellaneous Food Preparation Occupations with 67 claims. Young workers/new employees in this industry are particularly at risk and require attention.

This checklist is intended to enable knowledge and assist in preventing injuries throughout this industry group. The common nature of the bulk of the accident experience can lead to directed efforts to overcome problem areas. Please use the information to direct attention to your specific areas of concern.

58/Eating and Drinking Places

YES / NO / N/A

Fall Prevention

All walkways are clearly marked and illuminated

Floors are kept clean and dry

Mats are used during wet weather and in

Kitchen areas

Employee footwear is adequate for the job

Tripping hazards are identified, highlighted and

Eliminated

Spills are cleaned up immediately

Housekeeping is effective

All stairs have handrails on both sides

Parking areas are well illuminated and walking

Surfaces are free of hazards

Employees know how to report hazards

Maintenance personnel continually evaluate

All walking/working surfaces

Running is prohibited

Fall Protection

At elevations above six feet, employees are

Protected by guardrails, safety net systems

Or personal fall arrest systems

Employees use appropriate footwear for the

Walking/working surface

All ladders, locking stepladders and stools are

Checked for condition prior to use

Defective equipment is disposed of

Trained employees use the equipment properly

Special precautions are used during wet or icy

Conditions

Back Injury Prevention

YES / NO / N/A

*Employees are made aware of the dangers of lifting
Employees ask for help from others to lift heavy
Objects*

*Through training, employees know how to lift
Management has minimized lifting tasks by providing
Lifting equipment and mechanical devices*

*Repetitive motion injuries are prevented by stretch
Breaks and exercises*

*Food and bar storage areas are adequate and
Accessible*

Loading docks are visible and well maintained

Kitchen workers exercise before work

All kitchen equipment and materials are

Within reach of the workers who need them

Waiters and waitresses are trained in proper lifting

For their specific, individual tasks

New employees are given special attention and

Supervision to ensure that lifting is done properly

If used, back support belts are worn properly and

Are used only for lifting

Struck by or Against Objects are types of indemnity

Claims that are the second leading cause of death

At work in New Mexico. The industry had 51 of these

Claims in 2001 from moving, stationary, falling,

Flying and striking against objects.

Bodily Reaction is a type of indemnity claim which

Refers to body motions that cause physical

Stress or strain. An example is a shoulder strain

Injury resulting from an overextended reach.

Situational awareness and knowledge of our

Individual limitations are the key elements in

Preventing these injuries

Personal Protective Equipment

YES / NO / N/A

Protective equipment has been issued and is used

By trained employees as needed. Examples

Include the following:

Hard hats/bump caps

Protective glasses

Face shields

Respirators

Wire-mesh gloves for any slicer work

Steel-toed work shoes or boots

Slip-resistant footwear

Personal fall arrest systems

Protective clothing, gloves and aprons

First-aid kits

Fire extinguishers

Hearing protection

Communications capabilities

Other equipment that may be required

To perform specific tasks

Fire Safety

All exits are unobstructed and lighted

Exit lights are lit

Fire extinguishers are provided and employees

Are trained in their use

Fire extinguisher inspections are up-to-date

Fire evacuation routes are posted

Emergency procedures are posted

Fire drills are conducted

Stairwells are completely free of storage

Emergency telephone numbers are posted

Flammable materials are stored

Separately and properly using approved

Containers or cabinets

Sprinkler heads are unobstructed

All areas are well illuminated

Kitchens

YES / NO / N/A

Lighting is shielded

Floors are clean and dry

Non-slip matting is effective

Employee footwear is adequate

Fire protection systems are operable

And grease free

Fire extinguishers are accessible and

Employees know how to use them

First-aid kit is accessible

Food and material disposal methods

Are adequate

All machines are guarded and grounded

Slicers and other equipment are used by

Qualified and trained workers

Appropriate PPE is in use (wire-mesh

Gloves, protective glasses, etc.)

Knives are properly stored and

Sharpened

The list of all chemicals is available

Chemicals are labeled and properly

Stored away from food and utensils

Material Safety Data Sheets (MSDS)

Are accessible to employees who

Need them

MSDS can be understood by trained

Employees

Pesticides are carefully chosen and

Used to ensure the lowest possible

Toxicity and risk for unwanted

Exposure and have been specifically

Approved for use in the facility

Sanitation measures are effective

Housekeeping is effective

Electrical Equipment

YES / NO / N/A

*All switches, cover plates and outlets are
In good condition
Electrical panels are locked and accessible
All equipment is grounded
Extension cords are not used
Nothing is stored in electrical equipment
Rooms
Lockout/Tag out procedures are used by
Employees and service/repair personnel*

Good Retail Practices

*No workers are ill with food borne agents
Good hygiene, clean clothes, hair restraints
Food is date marked and labeled
Food is properly thawed
There is no cross-contamination problem
With storage or equipment
Food and non-food contact surfaces are
Clean and in good condition
Dishwashing facilities functioning properly
Wiping cloths properly stored
Hand washing sinks are accessible
Water source is approved
Hot and cold water is accessible
Sanitary facilities are adequate
Employees wash hands before
Returning to work
Vermin control procedures are effective
Outer openings are protected*

Young Workers/New Employees

In 2001, workers in their first year of employment filed a large share of the indemnity claims with 46.9 percent of the total in New Mexico. Each year this statistic hovers around 50 percent. What follows is information specifically designed to address the needs of these workers.

Five Steps For A Safer Workplace

Start your workers out right

- *Welcome them*
- *Orient them*
- *Introduce them*
- *Train them*
- *Check them out on tools and equipment*
- *Observe and assist them*

Account for all accidents

- *Keep records of NOAs, E-1s, E-6s and OSHA logs*
- *Cost out the loss to the organization*
- *Assist supervisors with accountability*
- *Evaluate safety performance*

Managers plan safety

- *Plan safety into each job*
- *Use job planning/hazard analysis tools*
- *Make sure the workers know what to do*

Hold safety meetings

- *Choose specific topics (fall prevention)*
- *Use examples (Jane hurt her back when...)*
- *Keep it brief*

Reinforce safety performance/recognize good work

Motor Vehicle Accident Prevention

Motor vehicle accidents are the leading cause of death at work in New Mexico. Motor vehicle accidents tend to result in more serious injuries than other types of accidents – almost 30 percent of all compensable fatalities are of this type.

Causes

*Failure to wear seat belts
Lack of attention while driving
Excessive speed
Violations of state law and company policy
Driving under the influence
Failure to drive with regard to road conditions*

Ideas for Employers

*Develop a company policy that covers driving while at work.
Consider including the following:
The use of seat belts in company vehicles is mandatory
Only specifically authorized employees with valid and company
Verified licenses may operate company vehicles or
Personally owned vehicles on company business
Prohibit alcohol and drug use in company vehicles
Offer Defensive Driving courses to employees
Develop a vehicle safety inspection and maintenance program
Establish a safety awards program to recognize good drivers*

Ideas for Employees

*Wear seat belts and ensure your passengers do the same
Never drink and drive
Obey all traffic laws
Inspect your vehicle before driving and report defects to a
Supervisor
Do not drive the vehicle if safety problems are not corrected
Be alert to changing road conditions and drive defensively*

Employee Security at Work

Workplace violence is violence or the threat of violence against workers. It can occur at or outside the workplace and can range from threats and verbal abuse to physical assaults and homicide, one of the leading causes of job-related deaths.

No one is immune from the danger presented by violence. It can strike anyone at anytime. Workers are exposed to increased risk due to the nature of the jobs involved, the occupational settings and visibility. Awareness is the key to prevention.

Ideas for Employers

Establish a workplace violence prevention program or include it in the existing safety program

Make it clear that violence will not be tolerated and that any incidents will be investigated and promptly remedied

Provide safety education for employees so that they know what to do if they witness or are subjected to violence, and how to protect themselves

Wherever possible, secure the workplace. Make it a hard target.

Consider electronic and video surveillance, extra lighting, alarm systems and minimize access through use of photo ID cards and electronic keys

Post the workers' compensation Employee Security at Work Poster

Ideas for Employees

Be aware of your environment at all times. Never enter any location where you feel unsafe. Ask to be escorted in potentially dangerous situations or at night

Learn as much as you can to recognize, avoid or diffuse violent conditions

Alert supervisors to hazards or concerns regarding your safety

Avoid traveling alone into unfamiliar locations or situations whenever possible

Always trust yourself – if it doesn't feel safe, it probably isn't

Administration

YES / NO / N/A

The Workers' Compensation Act Poster

*Is available, has been filled in with the name
Of the insurance company/claims representative
As required and the Notice of Accident Forms
Accompany the poster*

The organization's Annual Safety Inspection

*Has been done and is documented
OSHA posters and logs are available
Department of Labor information is available*

Organization Information

Inspector Information and Date

Internet Resources

New Mexico Restaurant Association

<http://www.nmrestaurants.org/>

Select any of the useful links that the association has listed.

National Restaurant Association

<http://www.Restaurant.org/>

National Institute for Occupational Safety and Health

<http://www.cdc.gov/niosh>

American Society of Safety Engineers, NM Chapter

<http://www.asse.org/>

New Mexico Occupational Health and Safety Bureau (OSHA)

<http://www.nmenv.state.nm.us/ohsb>

