

In the Safety Zone™

A monthly newsletter dedicated to safety awareness

TRANSFORCE, INC.

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Prevent Injuries

Strive for an accident-free life

April is **Prevent Injuries America Month**. What have you been doing during the past year to prevent injuries on the job and at home? Ask yourself these questions:

At Work: Do I follow safety rules? Wear personal protective equipment (**PPE**)? Report workplace hazards? Ask questions about anything that I don't understand? Focus on my work and avoid workplace distractions? Inspect my work area and keep it clean and safe? Read labels and material data safety sheets (**MSDS**) before using chemicals? Look for ways to improve workplace safety?

At Home: Have you developed a family emergency plan and practiced it with the entire family? Installed smoke alarms and fire extinguishers around the house? Made certain that poisons and other home hazards are secured and out of the reach of children? Used hazardous tools and equipment safely and taught family to do so as well? Worn appropriate PPE, such as safety glasses, glove and hearing protection when performing tasks that could cause injuries?

These are all questions we should be asking ourselves as we go about our lives. Be safe!

Special Points of Interest

- April is Prevent Injuries America Month
- Key questions to ask yourself about being safe at work and home

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Be Well, Live Long!

Focus on wellness for a good, healthful life

Wellness means not being sick and preventing diseases like heart disease, high blood pressure, and cancer. It also means making good decisions. The choices you make each day will help you stay healthy. A focus on wellness helps you:

- Prevent illness and disease.
 - Reduce medical bills.
 - Feel more energetic.
 - Look better.
 - Live a longer, happier life
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Forklifts: Helpful but Hazardous!

Forklifts can do many useful jobs, but they can also be very dangerous-they cause thousands of serious accidents and injuries each year. Many of our drivers also operate forklifts. Potential forklift hazards include:

- O Tipping over
- O Falling off docks and ramps
- O Colliding with persons, objects or other vehicles
- O Fires or explosions from improper maintenance, fueling or re-charging



Here are some of the key precautions operators need to take while operating a unit.

Loading and unloading. By its nature, a forklift is unstable, with a heavy load perched at just one end. And the higher the load is lifted, the more the center of gravity shifts upward, increasing instability. To counter this, operators need to learn to get the forks under the pallet as far as possible and to be sure they are centered under it. Then, once on the truck, the load should be carried as low as possible, with the mast tilted back to further shift the weight toward the truck's center.

Ramps and turns. The key to safety here is to adjust for speed and circumstances. Many ramps will need to be taken in reverse, with the load oriented uphill. This transfers the weight toward the truck and, of course, helps prevent the load from sliding off. Turns should always be taken slowly-a challenge for some inexperienced operators, entranced by the forklift's quick acceleration, who may be tempted to "hot rod" their trucks around the workplace.

Uneven surfaces. Pounded by heavy truck use, many industrial roads are pitted and strewn with potholes. Factory and warehouse floors are also often uneven. Additional hazards are posed by railroad tracks, bridge plates, or even open gaps to be crossed in entering and leaving truck trailers or rail cars at loading docks. Operators must actively look for these hazards, and adjust their speed and steering to compensate.

Refueling hazards. Forklifts are powered in three ways: gas, propane, and battery-electric. Each has its own special hazards when refueling or recharging, and most new operators will need to be trained in how it's done right. If the batteries on an electric-powered forklift are low in fluid, for example, you don't just add water, as in a car battery.

Parking hazards. Forklifts are to be operated only by qualified personnel who have received the OSHA-required training. And they need to be parked in secure areas, and never with the keys left on board.

Safety is No Accident-Quiz Answers

1. **False.** Most accidents are caused by unsafe acts.
 2. **False.** Report it immediately and take steps to warn co-workers of the hazard.
 3. **False.** When you're not sure of the correct and safe way to proceed with your work, check with a supervisor.
 4. **False.** It's never safe to ignore established procedures and take shortcuts.
 5. **False.** You *should* think about what could go wrong so that you can be prepared to avoid trouble at any time.
 6. **False.** Always ask when you're in doubt about anything related to your safety.
 7. **False.** You share responsibility for keeping the workplace safe.
 8. **True.**
 9. **False.** Accidents are caused by unsafe acts and unsafe conditions-both of which are preventable.
 10. **True.**
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TFI Safe Driver Incentive Program

Take the challenge! Our goal is to have the safest drivers on the road!

How Do Drivers Qualify?

Drivers must be active with TFI for the entire quarter or must have worked a minimum of 300 hours for the entire quarter.

Drivers have no vehicle accidents or work related injuries or illness for the entire quarter.

Is a driver in good standing (no issues related to customer dissatisfaction, HR or driver work rules).

How Does the Program Work?

Qualified drivers who correctly answer the safety quiz each month in the safety newsletter is entered into the drawing. Look for the quiz starting with our March newsletter. A random drawing of twenty (20) drivers will be selected each month to receive a \$50 Target gift card.

Drivers who participate are also eligible for a Grand Prize drawing each quarter. The prize is a \$1000 American Express gift certificate.

Any driver who submits an idea or recommendation to improve safety or customer relations will gain an additional entry up to three times during a quarter.

Registration

E-mail your quiz responses along with the registration form to safety@transforce.com; complete the quiz and registration on our company website www.transforce.com; or fax, mail or drop off your quiz and registration form at our corporate office location:

TransForce, Inc. 6551 Loisdale Ct., Suite 801 Springfield, VA 22150 Attn: Safety

Ph: 703-838-5580 Fax: 703-838-5585

Please make certain that your contact information is current and always include your email address if you have one.

Schedule for the Prize Drawing

Second Quarter (Q2) April 1-June 30, 2008	Third Quarter (Q3) July 1-September 30, 2008	Fourth Quarter (Q4) October 1-December 31, 2008	First Quarter (Q1) January 1-March 31, 2009
Register for Q2 by May 1, 2008	Register for Q3 by August 1, 2008.	Register for Q4 by November 1, 2008	Register for Q1 by February 1, 2009
Prizes awarded for Q1	Prizes awarded for Q2	Prizes awarded for Q3	Prizes awarded for Q4