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As a locally owned and operated insurance agency with locations in Alexandria and Sartell we are committed to providing quality insurance products for individuals and businesses in the upper Midwest. We combine our strong insurance background and product knowledge to assist both current and future clients in managing and planning for all types of risk.

At Dilley Zimny Insurance your policy is custom built by design. We use our three step cycle to **Identify Risk** specific to you, **Implement Strategies** to protect you from loss, and then follow up with our **Ongoing Commitment** to be your advocate not just at renewal time but all year round.

DZ WORK PLACE SAFETY

ANN REGAN CAN HELP YOU GET YOUR SAFETY PROGRAM SET UP

Ann Regan, an Environmental Health and Safety Specialist with over 25 years of experience has been hired to work with DZ clients. She is available to assist clients with written safety programs and training. She can conduct audits, identify specific strategies to improve workplace safety and answer safety questions. Ann is practical and can help businesses efficiently and effectively implement requirements, reduce injury and lower workers' compensation costs. Dilley Zimny can send you a proposal with a breakdown of the fees (no hidden or unexpected costs) custom to the work you would like done. Contact Dilley Zimny Insurance for more information.



DO YOU USE ARIEL LIFTS?

In the past five years, there have been many incidents involving workers falling from aerial lifts that resulted in serious injuries and/or death. The common theme in these incidents was workers not using fall protection harnesses when:

- 1) Moving the lifting equipment from one area to another
- 2) The lifting equipment is struck by a motor vehicle
- 3) The bucket gets lodged in objects resulting in tipping
- 4) When the lifting equipment suddenly shifts due to being operated on grades, side slopes or ramps that exceed the manufacturer's recommendations



Prevent serious injury or fatalities by setting up your program for Aerial Lift Safety.

MISSION STATEMENT:

*Our mission is to be
 ADVOCATES,
 act with INTEGRITY,
 all while making
 INFORMED
 decisions with our
 clients , carriers
 and employees.*

DO YOU KNOW HOW TO COMPLETE THE OSHA 300 LOG?

The OSHA 300 Log is a document that must be completed in January of each year by employers with more than 10 employees (this includes full and part time employees.) After the log is completed it must be posted in the workplace.

Minnesota OSHA will be offering a seminar on the "Basics of OSHA Recordkeeping." This free seminar is offered on June 23, 2017 at the Labor and Industry Building at 443 Lafayette Road North, St. Paul, MN. You can also get a set of directions on how to complete the OSHA 300 log from Dilley Zimny Insurance by contacting: losscontrol@dz-ins.com.

HOUSEKEEPING ISN'T JUST FOR AT HOME!

KEY POINTS:

- Housekeeping can help prevent injuries and improve productivity
- Every worker should play a role in housekeeping, even if that means keeping his or her own workspace clean
- Housekeeping should be an ongoing process, not a one-time practice.

To some people, the word “housekeeping” calls to mind cleaning floors and surfaces, removing dust, and organizing clutter. But in a work setting, it means much more.

Housekeeping is crucial to safe workplaces. It can help prevent injury as well as improve productivity and morale. It also can help an employer avoid potential fines for non-compliance.

FOUR TIPS FOR GOOD HOUSEKEEPING:

1) Prevent Slips, Trips and Falls

Slips, trips and falls were the second leading cause of nonfatal occupational injuries or illnesses involving days away from work in 2013, according to data from the Bureau of Labor Statistics.

OSHA’s Walking-Working Surfaces Standard (1910.22(a)) states that all workplaces should be “kept clean and orderly and in a sanitary condition. The rule includes passageways, storerooms and service rooms. Floors should be clean and dry. Drainage should be present where wet processes are used.

Employers should select adequate flooring and then develop and implement housekeeping procedures using appropriate cleaners.

For workplaces with oils and grease – if you don’t use the right kind of cleaning protocols, you’ll just spread slipperiness around rather than getting it up and off the floor.

To help prevent slip, trip and fall incidents:

- Report and clean up spills and leaks.
- Keep aisles and exits clear of items.
- Consider installing mirrors and warning signs to help with blind spots.
- Replace worn, ripped or damaged flooring.
- Consider installing anti-slip flooring in areas that can’t always be cleaned.
- Use drip pans and guards.

In addition, provide mats, platforms, false floors or other dry standing places where useful, according to OSHA. Every workplace should be free of projecting nails, splinters, holes and loose boards.



2) Eliminate Fire Hazards

Employees are responsible for keeping unnecessary combustible materials from accumulating in the work area. Combustible waste should be “stored in covered metal receptacles and disposed of daily,” according to [OSHA’s Hazardous Materials Standard \(1910.106\)](#).

The National Safety Council “Supervisors’ Safety Manual” includes these precautionary measures for fire safety:

- Keep combustible materials in the work area only in amounts needed for the job. When they are unneeded, move them to an assigned safe storage area.
- Store flammables in cabinets when quantities exceed requirements.
- Store quick-burning, flammable materials in designated locations away from ignition sources.
- Avoid contaminating clothes with flammable liquids. Change clothes if contamination occurs.
- Keep passageways and fire doors free of obstructions. Doors should be kept closed. Do not store items in stairwells.
- Keep materials at least 18 inches away from automatic sprinklers, fire extinguishers and sprinkler controls. The 18-inch distance is required, but 24 to 36 inches is recommended. Clearance of 3 feet is required between piled material and the ceiling. If stock is piled more than 15 feet high, clearance should be doubled. Check applicable codes, including Life Safety Code, ANSI/NFPA 101-2009.



3) Control Dust

Dust accumulation of more than 1/32 of an inch – or 0.8 millimeters – covering at least 5 percent of a room's surface poses a significant explosion hazard, according to the National Fire Protection Association. This dust accumulation is about as thick as a dime or paper clip.

NFPA 654 – a standard on preventing fire and dust explosions – addresses identifying hazard areas, controlling dust and housekeeping. The standard states that vacuuming is the “preferred” method of cleaning. Sweeping and water wash-down are other options. “Blow-downs” using compressed air or steam is allowed for inaccessible or unsafe surfaces only, not for general cleaning.



4) Clear Clutter by removing all unused items from the workplace

Load up a dumpster or have a sale of unused items. The more items stored in a space the more difficult it is to keep walkways clear, prevent items from falling, eliminate trip hazards, etc. Cleaning out will make your workplace safer.

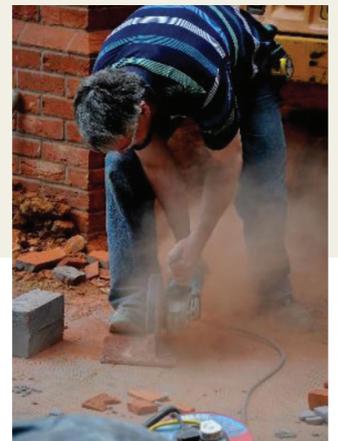


WANT TO JOIN A GROUP TO LEARN MORE ABOUT SAFETY?

There is a group in the Alexandria area that meets to talk and learn about workplace safety. The name of the group is “Greater Lakes Area Safety and Health” or “GLASH.” Their website is <http://glashmn.webs.com/>

SILICA STANDARD TRAINING IN THE FALL

DZ Academy will offer the opportunity to learn about the new OSHA standard on silica in the fall. Watch for meeting details this fall to learn about this new standard that goes into effect in September. Exposures in construction can occur during tasks such as using masonry saws, grinders, drills, jackhammers and handheld powered chipping tools; operating vehicle-mounted drilling rigs; milling; operating crushing machines and using heavy equipment for demolition. Work activities in industries such as concrete products, stone cutting, asphalt roofing, foundries and ready mix concrete can pose a hazard. The new OSHA silica standards require employers to take steps to protect workers, provide medical exams and conduct training.



FREE MN OSHA SAFETY NEWSLETTER

If you would like to know more about Minnesota OSHA and current OSHA news visit the website <http://www.dli.mn.gov/OSHA/SafetyLines.asp> and sign up for the free Minnesota OSHA Newsletter called “Safety Lines.” Stay in the know about upcoming classes, changes to standards and other safety information.



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