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**2004 AUDIO-VISUAL CATALOG**

**LIST OF DVDs  
October, 2009**

**DISCLAIMER**

Every effort has been made to evaluate the DVDs before purchasing them; however, many safety and health programs are produced as general guides and are often based on federal OSHA standards. Therefore, they may not, in their entirety, conform to current and local standards, statutes, regulations, requirements and procedures.

The DVDs are provided to aid, instruct, inform, promote discussion, and to be only a part of a workplace injury and illness prevention training program. The user assumes the responsibility of previewing the programs before showing and using them with a knowledgeable instructor.

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## **SUBJECT LISTING: DVD 1 -120**

### **ACCIDENT/INCIDENT INVESTIGATION**

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### **ASBESTOS**

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### **CONFINED SPACES**

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### **DRIVING SAFETY**

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V405 Emergency Response: Life Safety and Evacuation

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**FIRE SAFETY**

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## **LANDSCAPING**

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## **MACHINE GUARDING AND OPERATION (including various forms of stored energy)**

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## **OFFICE**

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## **PERSONAL PROTECTIVE EQUIPMENT (PPE) GENERAL**

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DVD 44 The Best Strategy: Personal Protective Equipment

DVD 100 More High Impact: Personal Protective Equipment (shortened version)

## **PERSONAL PROTECTIVE EQUIPMENT (PPE) HANDS AND WRISTS**

DVD 101 Your Hands at Work

## **PERSONAL PROTECTIVE EQUIPMENT (PPE) HEARING**

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## **PERSONAL PROTECTIVE EQUIPMENT (PPE) RESPIRATORS**

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## **POWERED INDUSTRIAL TRUCKS**

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## **POWERED PLATFORMS**

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## **RECORDKEEPING**

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DVD 69 Dealing with Drug and Alcohol Abuse...For Employees

**SUPERVISOR TRAINING**

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DVD 9 In the Trenches: Excavation Safety for Workers

DVD 94 Excavations: Safe Work Essentials

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**WATERWORKS**

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**WORKING SURFACES**

**DVD 119 Walking & Working Surfaces: Watch Your Step**

**WORKPLACE VIOLENCE**

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## DVD Descriptions

- DVD 1      BLOODBORNE PATHOGENS: CONTROL YOUR EXPOSURE**  
(13 min. Color 1998 1 DVD Administrative materials guide Employee handbook)  
Video portrays an employee receiving a post-exposure evaluation, and uses flashbacks to show the accident and highlight the issues. Program highlights: definition of bloodborne pathogens, routes of transmission, exposure prevention methods, disease details on HIV, Hepatitis B and Hepatitis C, vaccination information. - Comprehensive Loss Management.
- DVD 2      ELEMENTS OF BACK CARE (GENERAL INDUSTRY)**  
(14 min. Color 2000 1 DVD Administrative materials guide Employee handbook)  
To teach employees how to properly care for their backs and prevent injuries. Program highlights include: the basic function and design of the back; body mechanics and movement; importance of periodic stretching throughout the day; and various stretches and exercises. NOTE: Employees should check with their healthcare professional if they have questions about doing demonstrated stretches and exercises. - Comprehensive Loss Management, Inc.
- DVD 3      HAZARD COMMUNICATION: LEARNING THE SYSTEM**  
(17 min. Color 1986 1 DVD Compliance manual Employee handbook)  
Presents an overview of the hazard communication system in which the supplier, the employer and the employee each play a role with particular responsibilities. Explains the employer's responsibilities, but stresses the employee's role in making the system work (e.g., read labels and MSDS, follow safety procedures, know the hazards and how to control them, pay attention to training, and know when emergency procedures are needed). Discusses how to determine which chemicals are hazardous, the labeling system, using a material safety data sheet, understanding the physical and health hazards of chemicals, and using personal protective equipment. - CLMI/International Film Bureau.
- DVD 4      PREVENTING SLIPS, TRIPS & FALLS (HOTEL VERSION)**  
(14 min. Color 1999 1 DVD Instructor guide)  
Covers the mechanics and causes of slips, trips, and falls; identifies areas where slips, trips and falls may occur and prevention measures (e.g. parking lots, sidewalks, entrances, lobbies and hallways, food & beverage areas, restrooms, pools, kitchen, back area where deliveries are made). Also includes recognizing hazards and taking appropriate action, procedures for responding to accidents and footwear. - Comprehensive Loss Management.
- DVD 5      SAFETY ON THE ROAD: DEFENSIVE DRIVING FOR DELIVERY VANS**  
(17 min. Color 1999 1 DVD Instructor guide)  
Video presents information on the following topics: how to perform a pre-trip inspection, how a delivery van is different from a regular car, how to compensate for the delivery van differences, how to safely operate the delivery van and proper procedures for making deliveries. - Comprehensive Loss Management.

- DVD 6           GETTING THE JOB DONE SAFELY: WORKER ORIENTATION**  
(15 min. Color 1995 1 DVD)  
Having a good safety record takes teamwork. Areas covered in this orientation for the construction industry include: housekeeping, personal protective equipment, fall protection, vehicle safety, excavations, electrical hazards, hazardous materials, material handling, and substance abuse. – Associated General Contractors of America.
- DVD 7           HAZARD COMMUNICATION: THE MESSAGE IS SAFETY**  
(14 min. Color 1997 1 DVD)  
It is important to know that hazards you are exposed to and how to protect yourself. Workers need to ask themselves the following questions: 1) What am I working with? 2) How can it hurt me? 3) How do I protect myself? Covers material safety data sheets, examples of flammable, corrosive, toxic and reactive materials, and the ways to protect themselves, e.g., engineering and administrative controls and personal protective equipment. - Associated General Contractors of America.
- DVD 8           HEIGHTENED AWARENESS: FALL PROTECTION IN THE CONSTRUCTION INDUSTRY**  
(20 min. Color 1995 1 DVD)  
In construction, fall protection is required when working at heights of 6 feet or more. Eight types of fall protection are mentioned: guardrails, safety nets, covers (for openings), personal fall arrest systems, warning line systems, controlled access zones, safety monitoring system, and fall protection plans. Suggests types of fall protection to use while doing certain construction activities. - Associated General Contractors of America.
- DVD 9           IN THE TRENCHES: EXCAVATION SAFETY FOR WORKERS**  
(14 min. Color 1996 1 DVD)  
Working safely in excavation and trenching involves 1) understanding the potential hazards, 2) knowing the resources for determining soil conditions, 3) understanding the elements that affect the site, 4) knowing the protective systems (sloping, shoring and shielding) and when to use them, and 5) following safe work habits and emergency procedures. - Associated General Contractors of America.
- DVD 10          MSDS: READ IT BEFORE YOU NEED IT**  
(20 min. Color 2004 1 DVD in English, Spanish Leader's guide Employee handbook)  
Aimed to train the viewer on how to use material safety data sheets (MSDS) by knowing the standard format and understanding the contents. In this program, the sixteen sections of the MSDS are grouped under four general headings for better understanding: product information, exposure situations, hazard prevention and personal protection, and other specific information. - Coastal Training Technologies.

- DVD 11      EMERGENCY EVACUATION: GETTING OUT ALIVE**  
(15 min. Color 2002, 2004 1 DVD in English, Spanish, Portuguese  
Leader's guide Employee handbook)  
Stresses the importance of preparation, training and drills in responding to an emergency. In any emergency, the following steps are involved: RACE - rescue, alarm, confine and evacuate. Although specific procedures vary for each workplace, the video illustrates what to do when the emergency alarm sounds and how to respond in particular emergencies (fires, hazardous material releases, earthquakes and explosions.) - Coastal Training Technologies
- DVD 12      DEFENSIVE DRIVING : A CRASH COURSE**  
(16 min. Color 2004 1 DVD in English, Spanish, Portuguese Leader's  
guide Employee handbook)  
Stresses the importance of being a defensive driver by: Planning and preparing yourself, e.g., using the seat belt, planning your route; inspecting and maintaining your vehicle; adopting a defensive attitude, e.g., controlling your emotions, avoiding tailgating; handling distractions, e.g., cellular phones, reading, drinking, using drugs; following practical driving procedures for the environment you are in—city, freeway, or rural areas. - Coastal Training Technologies Corp.
- DVD 13      RECORDKEEPING: TRUE TO FORM**  
(30 min. Color 2004 1 DVD in English, Spanish Leader's guide)  
Video provides an overview of some of the changes to the OSHA recordkeeping rule that became effective January 1, 2002. Covers the forms (300, 300A and 301), how to complete them, what information to make available to employees and their representatives, and how long they should be kept. Other subjects covered are what is considered recordable, medical treatment and first aid; counting days, i.e. when to begin and end counting; calculating incidence rates and employee privacy issues. – Coastal Training Technologies Corp.
- DVD 14      BLOODBORNE PATHOGENS: KNOW THE RISK**  
(19 min. Color 2002 1 DVD Leader's guide Employee handbook)  
Presents information on the risk of exposure to bloodborne pathogens, bloodborne pathogens (HIV, Hepatitis B and Hepatitis C), transmission of bloodborne pathogens in the workplace, and precautions workers can take, such as preventive housekeeping, handwashing, and work practices, protective barriers and proper waste disposal. – Coastal Training Technologies Corp.
- DVD 15      LOCKOUT TAGOUT: CONTROLLING THE BEAST**  
(19 min. Color 2002 1 DVD Leader's guide Employee handbook)  
Explains basic concepts about various energy sources, lockout and tagout, when to use it and removing locks and tags, the need for inspection and training, and the 6-step procedure that is required for controlling hazardous energy. - Coastal Training Technologies Corp.

- DVD 16**      **FALL PROTECTION: TAKING CONTROL**  
 (11 min. Color 1998 1 DVD Facilitator guide Employee handbook)  
 Briefly covers the importance of recognizing and respecting potential fall hazards, the importance of a pro-active safety attitude, and some standard requirements when working above 6 feet. The main focus of the program is the proper use and care of fall protection equipment, primarily personal fall arrest systems. - Summit Training Source.
- DVD 17**      **SCAFFOLDING SAFETY: SAFE WORK PRACTICES**  
 (11 min. Color 1997 1 DVD Facilitator guide Employee handbook)  
 Safe Work Practices demonstrates best safety practices, outlines potential hazards, and creates awareness. The program addresses: electrical, fall and falling object hazards, load carrying capacity and material handling, using ladders and good housekeeping strategies. – Summit Training Source.
- DVD 18**      **SCAFFOLDING SAFETY: ERECTING & DISMANTLING**  
 (20 min. Color 1997 1 DVD Facilitator guide Employee handbook)  
 Covers site evaluation and preparation, selection and inspection of scaffolding, proper erecting and dismantling procedures and safe work practices. – Summit Training Source.
- DVD 19**      **CONSTRUCTION SAFETY ORIENTATION**  
 (19 min. Color 2001 1 DVD Facilitator guide Employee handbook)  
 Program conveys four principles: analyze the work area and the job to be performed, recognize and respect hazard warning signs and labels, identify and eliminate or control any potential hazards, and remain aware of all activity taking place around you. It also covers the following topics: fall protection, ladders, electrical hazards, vehicle traffic, rigging, excavation and trenching, lockout tagout, confined space, hazard communication, personal protective equipment, compressed gas cylinders, fire and housekeeping. – Summit Training Source.
- DVD 20**      **SHOCK PROOF: QUALIFIED EMPLOYEE**  
 (21 min. Color 2004 1 DVD Facilitator guide Employee handbook)  
 Areas covered include: electrical hazards faced by qualified employees; safety procedures necessary to reduce risk of injury from hazards, such as those for lockout/tagout; best safety practices for working on or near live electricity, including the use of personal protective equipment, proper tools, ground fault circuit interrupters, ladders, job briefing, maintaining approach boundary distances, etc. – Summit Training Source.
- DVD 21**      **SHOCK PROOF: UNQUALIFIED EMPLOYEE**  
 (17 min. Color 2004 1 DVD Facilitator guide Employee handbook)  
 The program for the unqualified employee covers why electricity is hazardous, how to recognize common electrical hazards, and how to prevent electrical accidents and injuries. – Summit Training Source.
- DVD 22**      **CONFINED SPACE ENTRY: NO TIME FOR ERROR**  
 (16 min. Color 2004 1 DVD Facilitator guide Employee handbook)  
 Defines and gives examples of permit required confined spaces, explains five categories of potential atmospheric hazards (flammable, physical, irritating oxygen, and toxic), covers pre-entry procedures and permits,

attendant duties, and emergency response. – Summit Training Source.

- DVD 23**      **SLIPS, TRIPS AND FALLS: KEEPING A STEP AHEAD**  
(12 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
Causes of slips, trips and falls, a significant source of injuries and even deaths on the job; preventive measures; when, where, and how to use fall protection; techniques to avoid slips, trips, and falls; and safe work practices are the subjects of this program. - Summit Training Source.
- DVD 24**      **ELECTRICAL SAFETY: CONTROLLING THE HAZARDS**  
(13 min. Color 2002 1 DVD Facilitator's guide Employee handbook)  
Covers how electricity works, electrical hazards and how it affects your body, and safe practices to reduce or eliminate your risk. The electrical hazards mentioned include contact with power lines, missing or broken path to ground, lack of ground fault protection and using extension cords or electrical tools improperly. - Summit Training Source.
- DVD 25**      **CONTRACTOR SAFETY: OVERVIEW**  
(6 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for contract workers on a company's site. It covers three safety items all contract workers must know, i.e., security, smoking, and emergencies. – Summit Training Source.
- DVD 26**      **CONTRACTOR SAFETY: LAB WORKER**  
(12 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for laboratory contract workers on a company's site. It covers potential hazards commonly found in laboratory work, site-specific hazards, such as radiation, respiratory and biohazards, prevention measures and personal protective equipment, safe work practices and hazardous waste. – Summit Training Source.
- DVD 27**      **CONTRACTOR SAFETY: OFFICE WORKERS**  
(10 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for office contract workers on a company's site. It explains musculoskeletal disorders and ergonomic risk factors, preventive measures, and how to recognize hazards, such as falls, office equipment and housekeeping. – Summit Training Source.
- DVD 28**      **CONTRACTOR SAFETY: CONSTRUCTION WORKERS**  
(14 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for construction contract workers on a company's site. It covers the safety and health responsibilities of both the company and the contract worker, commonly found potential hazards (e.g. chemical, physical and biological hazards), how to recognize hazards that may pose a risk (e.g. train yourself to use all your senses to take notice of what is around you, know what incidents are likely to occur), know how and when to use engineering controls and personal protective equipment, and safe work practices. – Summit Training Source.

- DVD 29**      **CONTRACTOR SAFETY: OPERATIONS/DELIVERY WORKER**  
(10 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for operations/delivery contract workers on a company's site. Operations or delivery workers often move between many different areas at a work site (e.g., production, lab or office), thus this program covers the importance of recognizing and taking action to correct common workplace hazards, such as contact with objects and equipment, falls, exposure to harmful substances and overexertion. Other topics include the use of personal protective equipment when required, the handling of materials safely with emphasis on stretching, proper lifting techniques and use of ergonomic lifting devices. – Summit Training Source.
- DVD 30**      **CONTRACTOR SAFETY: PERMIT REQUIRED ACTIVITIES**  
(8 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for contract workers who depending on the service they provide and where it is performed on a company's site may require a special work permit. Safe work permits are required for hot work, breaking into equipment, confined space entry, lockout/tagout, asbestos, excavation and other activities. Requirements for other specialized activities, including tunnel entry, roof access, and compressed gas cylinder storage, are briefly covered. – Summit Training Source.
- DVD 31**      **CONTRACTOR SAFETY: HAZARD COMMUNICATIONS**  
(7 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for contract workers who utilize hazardous chemicals on a company's site. Contract workers need to meet not only hazard communication standard requirements, but also facility requirements that may vary from site to site. Some of these requirements may include a submission for approval of chemicals and material safety data sheets (MSDS), proper labeling, availability of MSDS at all times when the chemical is on-site, communicating the potential hazards associated with the work performed and responsibility for containing, cleaning up and properly disposing of any of their own hazardous substances, either spilled or released. – Summit Training Source.
- DVD 32**      **CONTRACTOR SAFETY: CHEMICAL PROCESS WORKERS**  
(6 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
Because of the potential severe consequences associated with certain chemicals in large quantities, OSHA and HIOSH have adopted the process safety management of highly hazardous chemicals standard (§1910.119) that includes requirements for facility employers, contractors and employees. This program can be used as part of a training program for contract chemical process workers; however, its scope is limited to covering training requirements for process workers, access to process areas, some safe work practices, and reporting incidents in the process area. – Summit Training Source.

- DVD 33 LADDER SAFETY: TAKE THE RIGHT STEPS**  
(13 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
Program teaches about proper ladder selection for the job, inspecting ladders before use, proper setup and angle, climbing techniques, and appropriate maintenance and storage. Professional stunt people demonstrate falls that result when ladders are not properly used. – Summit Training Source.
- DVD 34 VIOLENCE ON THE JOB**  
(21 min. Color 2004 1 DVD)  
Discusses risk factors for violence at work (e.g., exchanging money, delivering goods or services, working late at night or during early morning hours, and dealing with violent people or volatile situations), and strategies (environmental, administrative, and behavioral) to prevent violence. The development of policies, controls and programs on violence prevention is recommended. The DVD also includes recommendations and a case study on what was done to prevent workplace violence at substance abuse treatment facilities in New York. – National Institute for Occupational Safety and Health (NIOSH).
- DVD 35 WORKING WITH STRESS**  
(17min. Color 2002 1 DVD)  
Brief overview of causes, effects on workers and organizations, and prevention of job stress. Provides two case studies of stress management programs. – National Institute for Occupational Safety and Health.
- DVD 36 R.E.P.O.R.T. IT! NEAR MISS REPORTING**  
(15 min. Color 2000 1 DVD Facilitator guide Participant guide)  
Training package for supervisors who want to train team leaders in the Near Miss Reporting process. Covers what near miss reporting is, why it is important and the R.E.P.O.R.T. steps in the process (i.e., Recognize a potential incident and address the immediate danger, Enter information on a form and get it to a supervisor, Perform any corrective action, Offer information to co-workers, Reinforce the reporting by giving feedback to employees and Track reports to uncover areas that need attention. – CoreMedia Training Solutions.
- DVD 37 FORKLIFT FUNDAMENTALS: GET THE FACTS**  
(18 min. Color 2004 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
This program provides basic information on forklift design, control, instrumentation, pre-use inspection, and load. It can be used as a part of a total training program for powered industrial truck operators. – Coastal Training Technologies Corp.
- DVD 38 FIRE SAFETY: ALERT, AWARE, ALIVE**  
(16 min. Color 2005 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
The following topics are covered in this program: how fires start, the types of fires, stopping fires before they start, dealing with a fire and fighting a fire. – Coastal Training Technologies.

- DVD 39      PERSONAL FALL ARREST SYSTEM**  
(15 min. Color 2005 1 DVD Facilitator's guide Employee handbook)  
Not only does this program cover fall hazards, fall arrest components, inspecting the equipment and system use and maintenance, but it also provides additional information (e.g. dynamics of falling, locations of anchorages, swinging during a fall, calculating fall clearance, etc.) that explains the reasons for certain procedures when utilizing fall arrest systems. – Summit Training Source.
- DVD 40      RESPIRATORY SAFETY: GENERAL AWARENESS**  
(12 min. Color 2005 1 DVD Facilitator's guide Employee handbook)  
Incorporating testimonials and interviews from actual people in the field, including environmental health and safety directors, fire department personnel and OSHA experts, this program emphasizes the need for an effective respiratory protection program in certain hazardous work environments. It covers the various types of respiratory hazards (particulates, gases and vapors, and oxygen deficiency) and where they may be encountered, how respirators work and the importance of choosing the right respirator for the worker in hazardous environments. – Summit Training Source.
- DVD 41      PERSONAL PROTECTIVE EQUIPMENT (PPE): CREATE THE BARRIER**  
(12 min. Color 2002 1 DVD Facilitator's guide Employee handbook)  
[**Note:** Please refer to the HIOSH standards and your company's policies concerning the responsibility of providing personal protective equipment.]  
This program goes over the various types of personal protective equipment (head, eye and face, hearing, hand and feet protection and clothing); how to select the proper personal protective equipment; and how to use and care for personal protective equipment correctly. – Summit Training Source.
- DVD 42      WHAT HEARING LOSS SOUNDS LIKE**  
(13 min. Color 1995 1 DVD)  
Covers how we hear, how loud noise affects hearing, conductive and sensorineural hearing loss, and the use of hearing protection. Also demonstrates what a person with conductive and sensorineural hearing loss hears. - Liberty Mutual/Summit Training Source.
- DVD 43      ON THE GO: FORKLIFT SAFETY**  
(17 min. Color 1994 1 DVD)  
This program provides basic information for those working with and/or around counterbalance rough terrain forklifts on construction sites. The topics include how forklifts work (rated capacity, load center and stability), and how to inspect and operate them. – The Associated General Contractors of America.
- DVD 44      THE BEST STRATEGY: PERSONAL PROTECTIVE EQUIPMENT**  
(17 min. Color 1996 1 DVD in English and Spanish)  
Encourages workers to know the hazards on the jobsite and use the right personal protective equipment to protect themselves. This program briefly covers the many types of personal protective equipment that may be required –

head, hearing, eye, respiratory, fall, and hand protection, including proper clothing and gear for water safety. – The Associated General Contractors of America.

**DVD 45**

**ONE WILL DIE: THE JOHN MARTIN STORY**

(22 min. Color 2005 1 DVD Leader's guide)

The true story of John Martin's life-changing accident illustrates how the choices we make each day can have a huge impact on ourselves, co-workers and our families. While servicing a pump to a chemical line during a maintenance procedure, John and a co-worker decided not to follow the safe work practices that would have secured the line and protected them from injury. When John removed the cover to the pump, the superheated corrosive substance inside the line spewed out and he was severely burned on more than 70 percent of his body. Lessons presented are about off-job distractions, speaking up when co-workers take risks, the consequences of ignoring required safe work practices, the importance of wearing appropriate PPE and allowing co-workers to influence our decisions about safety. NOTE: Some scenes, though reenactment of the incident, may appear graphic to viewers. – American Training Resources.

**DVD 46**

**ACCIDENT INVESTIGATION FOR EVERYONE**

(22 min. Color 2005 1 DVD Leader's guide)

There are reasons that injuries and near misses are not reported, such as some businesses give rewards for not having injuries so employees do not want to ruin "good" records, some employees do not want injuries reported because of the negativity of the investigation process. However, Tom Harvey, CSP, stresses the importance of properly investigating accidents and near misses, finding facts, finding real causes and finding solutions to prevent the reoccurrence of incidents and injuries. Employees, management and the investigation team have their roles in the investigation process and he points out common mistakes. He runs through the investigation process and gives many helpful suggestions on data gathering, conducting interviews, analyzing for causes and the selection of solutions. When analyzing for multiple causes, it is necessary to consider all the components of risk --- hazards, control systems, and employee actions. After completing the investigation, it is important to keep everyone involved by following up on action items and communicating the solutions. – American Training Resources.

**DVD 47**

**SAFETY ACCOUNTABILITY WITH DAN PETERSEN**

(49 min. Color 1999 1 DVD Implementation manual)

Featuring renowned safety consultant and author Dan Petersen, this three-part program includes: (1) A Message to Management; (2) Safety through Accountability and (3) Implementing Safety Accountability. Part 1 (5 min.) is directed to senior management with the message that to gain control over safety processes and outcomes, an organization must manage safety in the same way it manages production and quality --- by making each individual accountable. Part 2 (18 min.) is intended for all management personnel and introduces safety accountability as a management tool incorporating testimony from managers of four diverse organizations that have implemented safety accountability. Key elements include defining the safety related activities each person is responsible for, the valid measures of those activities and the reward

the person will receive as a result of their performance. Part 3 (26 min.) covers the details of the accountability process and how to go about implementing it in your organization. Topics presented are: where to begin, introducing the process, defining activities to be accomplished, measuring expectations, rewarding defined activities and continuous improvement. – CoreMedia Training Solutions.

**DVD 48**

**EFFECTIVE SAFETY COMMITTEES**

(17 min. Color 2003 1 DVD Administrative Materials guide)

Designed for members of the safety committee, the video has 2 parts.

Part 1 covers the purpose and importance of safety committees and safety committee procedures, e.g. focusing only on safety items, keeping minutes, working effectively as a group. Part 2 covers the safety improvement process, steps to organize the efforts of the committee, e.g. selecting the safety issues, looking for information related to the issue, clarifying the issue by looking beyond the obvious, brainstorming solutions, developing and implementing a plan of action, gathering feedback and communicating results. NOTE: Video mentions looking at the OSHA 200 to select safety issues; however, the OSHA 300 has been used since 2002. The accompanying guide will help in the creation of a safety committee written program that outlines the steps for establishing and operating a safety committee and training managers and employees to participate in one. – Comprehensive Loss Management, Inc.

**DVD 49**

**SAFETY PROGRAM MANAGEMENT: MODULES 1 AND 2**

(19 min. Color 1995 1 DVD Administrative Materials guide)

To make safety a core value and a way of doing business, it is important to establish a safety management program. Module 1 provides guidelines on how to get started (e.g. establish and communicate measurable safety goals, assign responsibilities to management and employees). Module 2 focuses on identifying hazards and implementing controls to help prevent accidents. NOTE: Housekeeping, safe work practices and training are considered administrative controls although mentioned separately in the video. [Also, refer to training requirements in HIOSH standards and to Hawaii Administrative Rules Title 12 Subtitle 8 Parts 2 and 3 and H.R.S. Chapter 396 Section 18 for safety and health program requirements]. – Comprehensive Loss Management, Inc.

**DVD 50**

**SAFETY PROGRAM MANAGEMENT: MODULES 3, 4, & 5**

**(18 min. Color 1995 1 DVD Administrative Materials guide)**

Module 3 addresses the training and communication components of the program. Training is necessary for management and employees and should include classroom instruction, hands-on practice and new employee orientation. It is important to develop methods for employees to communicate, to give feedback and to respond to employees safety concerns. Emergency response procedures and accident management are covered in Module 4. Some of the steps to establish clear emergency response and accident investigation procedures are provided. The video also mentions the development of a return to work program as part of medical management. Because safety is a way of managing business and is an ongoing process Module 5 covers the need to measure and monitor the effectiveness of the program against the identified goals. [Refer to training requirements in HIOSH standards and to Hawaii Administrative Rules Title 12 Subtitle 8 Parts 2 and 3

and H.R.S. Chapter 396 Section 18 for safety and health program requirements].  
– Comprehensive Loss Management, Inc.

- DVD 51 FORKLIFT SAFETY**  
(12 min. Color 1995 1 DVD Administrative materials guide Employee handbook)  
Focuses on how a forklift works covering rated capacity and stability, how to perform a pre-use inspection, and how to operate a forklift safely, which includes picking up, traveling with, and putting down loads; stopping; parking and working with docks on trucks. - Comprehensive Loss Management, Inc.
- DVD 52 ORDER PICKER SAFETY**  
(9 min. Color 1998 1 DVD Administrative materials guide Employee handbook)  
Focuses on how an order picker works, how to perform a pre-use inspection, and how to operate an order picker safely, including the use of fall protection. - Comprehensive Loss Management, Inc.
- DVD 53 REACH TRUCK SAFETY**  
(8 min. Color 1998 1 DVD Administrative materials guide Employee handbook)  
Focuses on how a reach truck works, how to perform a pre-use inspection, and how to operate a reach truck safely.- Comprehensive Loss Management, Inc.
- DVD 54 POWERED PALLET JACK SAFETY**  
(8 min. Color 1998 1 DVD Administrative materials guide Employee handbook)  
Focuses on how a walkie and walkie-rider works, how to perform a pre-use inspection, and how to operate a powered pallet jack safely.- Comprehensive Loss Management, Inc.
- DVD 55 HEAT STRESS: DON'T LOSE YOUR COOL**  
(14 min. Color 2000 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
The program was developed to urge employees to protect themselves from the effect of heat stress while on the job. It goes over risk factors and body temperature, minor disorders, major disorders, heat stroke, workplace practices and personal responsibilities. – Coastal Training Technologies.
- DVD 56 BLOODBORNE PATHOGENS: A SHARPER IMAGE**  
(19 min. Color 2003 1 DVD in English & Spanish Leader's guide Employee handbook)  
Designed to inform healthcare workers, this program offers a concise look at the transmission, treatment and prevention of bloodborne pathogens, specifically hepatitis B, hepatitis C and HIV. Covers the Exposure Control Plan that is required if employees are exposed to bloodborne pathogens and some of the requirements, e.g., personal protective equipment, safe work practices and sharps safety. – Coastal Training Technologies
- DVD 57 FORKLIFT SAFETY: BASIC ORIENTATION**  
(13 min. Color 2002 1 DVD Facilitator's guide Employee handbook)  
Provides information on the various types of forklifts, common hazards found during their use, basic controls and features, how forklift trucks work and what to do before you drive a lift truck. – Summit Training

Source.

- DVD 58**      **FORKLIFT SAFETY: BEST OPERATING PRACTICES**  
(14 min. Color 2002 1 DVD Facilitator's guide Employee handbook)  
This program briefly covers safe lift truck driving skills, including how to safely work around people, handling loads, and common driving hazards found in the work environment. – Summit Training Source.
- DVD 59**      **FORKLIFT SAFETY: REFUELING PROCEDURES**  
(12 min. Color 2002 1 DVD Facilitator's guide Employee handbook)  
General guidelines are provided in how to refuel lift trucks safely, including electric and fuel powered lift trucks. In addition, some preventive maintenance tips to keep the truck running smoothly are also presented. – Summit Training Source.
- DVD 60**      **LIFTING AND CARRYING**  
(10 min. Color 1990 1 DVD Trainer's manual)  
This program is divided into 3 sections: the role of the spine in back injuries (severity, disc injuries, muscle & ligament injuries); lifting & carrying techniques (preparation, steps for lifting, team lifting, adequate vision, mechanical lifting devices); factors governing manual lifting (nature of the load, working conditions, personal limitations). – SafetyCare.
- DVD 61**      **HOUSEKEEPING: IT AIN'T LIKE THE MOVIES**  
(15 min. Color 1995 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
Did you know that falls are the cause of 10% on-the-job deaths? Many of these deaths are due to poor housekeeping and could have been prevented. Reviews the importance of good housekeeping and what to look for in your facility. Is your workplace clean or cluttered? Do you have adequate storage? Have you eliminated spills and leaks? - Coastal Video Communication Corp.
- DVD 62**      **SAFETY ORIENTATION: ON ALERT**  
(25 min. Color 2004 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
Briefly covers the following topics: slips, trips and falls; back safety; hazard communication; bloodborne pathogens; personal protective equipment (head, eye, hearing, respiratory, hand, foot); lockout/tagout; fire safety and evacuation. – Coastal Video Communication Corp.
- DVD 63**      **BUCKET TRUCKS: EXTENDING YOUR SAFETY**  
(15 min. Color 2006 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
Goes over operator authorization requirements, a few routine maintenance and inspection techniques and procedures to keep operators, co-workers and others on the ground safe as work is completed from a bucket truck. Topics include operator training, pre-start walk around inspection, work clothes and personal protective equipment, pre-planning, electrical hazards, and other safety practices. – Coastal Video Communications Corp.
- DVD 64**      **WAREHOUSE MANUAL HANDLING: THE NEW APPROACH**  
(21 min. Color 2003 1 DVD Training guide)

This program aims at helping workers prevent musculoskeletal disorders (MSD) by explaining the structure of the back, some reasons why back pain occurs, workplace hazards, how to minimize the dangers of manual handling and some pointers on back strengthening and stretching exercises. Case studies with solutions applicable to typical manual handling problems are used to illustrate correct procedures. **Note:** Employees should check with their healthcare professional if they have questions about doing the demonstrated stretches and exercises. Also, much of the information presented in this video can also be applied to workplaces other than warehouses – Vocam USA LLC.

- DVD 65**      **POWERED HAND TOOL SAFETY**  
(18 min. Color 2006 1 DVD Training guide)  
This program explains both general and specific safety principles and techniques related to the use of various electric and pneumatic hand tools (e.g. sanders, routers, circular saws, angle grinders, drills, nail and staple guns). It also covers hazards, the importance of personal protective equipment and dangers in the work environment. – Vocam USA LLC.
- DVD 66**      **RETAIL SAFETY ORIENTATION**  
(20 min. Color 2006 1 DVD in English, Spanish, Portuguese Leader’s guide Employee handbook)  
Designed to make the new employee in a retail setting aware of the basic safety issues in their work environment. The topics covered include back safety; slips, trips and falls; ladders; hazard communication; fire safety; bloodborne pathogens; first aid; personal hygiene; and box cutters. – Coastal Training Technologies Corp.
- DVD 67**      **FIRE EXTINGUISHERS: YOUR PASS TO SAFETY**  
(9 min. Color 2004 1 DVD in English, Spanish, Portuguese Leader’s guide Employee handbook)  
Developed to provide an overview of how to effectively use fire extinguishers. The program explains the four elements necessary for a fire to occur, as well as the ways in which removal of these elements can stop a fire. The different classes of fire (A, B, C and D), the different types of fire extinguishers and the PASS procedure when using a extinguisher are also explained. – Coastal Training Technologies Corp.
- DVD 68**      **DEALING WITH DRUG AND ALCOHOL ABUSE...FOR MANAGERS AND SUPERVISORS**  
(19 min. Color 2006 1 DVD Presenter’s guide Employee booklet)  
**[NOTE:** “All information in this program should be reviewed for accuracy and appropriateness by facilities using the program, as well as to any state, federal or other laws, standards and regulations governing their operations. There is no warranty, expressed or implied, that the information in this program is accurate or appropriate for any particular facility’s environment.”] This program discusses the various forms of substance abuse that are typically found in the workplace; how substance abuse can affect the workplace; laws and regulations related to substance abuse; creating an alcohol and drug-free workplace; roles of education and testing; recognizing on-the-job substance abuse; and how to handle substance abuse situations. – MARCOM.

- DVD 69**      **DEALING WITH DRUG AND ALCOHOL ABUSE...FOR EMPLOYEES**  
(19 min. Color 2006 1 DVD Presenter's guide Employee booklet)  
[NOTE: "All information in this program should be reviewed for accuracy and appropriateness by facilities using the program, as well as to any state, federal or other laws, standards and regulations governing their operations. There is no warranty, expressed or implied, that the information in this program is accurate or appropriate for any particular facility's environment." ] Discusses various topics including what substances are abused; how people get "hooked" on drugs and alcohol; drug dependency; drug and alcohol policies; and helping employees overcome substance abuse problems. – MARCOM.
- DVD 70**      **BLOODBORNE PATHOGENS – HC**  
(15 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
In industrial settings, this program explains bloodborne pathogens (primarily Hepatitis B , C and HIV); how they are transmitted; how to prevent exposure, including universal precautions; and what to do if exposure occurs. - Summit Training Source.
- DVD 71**      **NEW EMPLOYEE SAFETY ORIENTATION**  
(13 min. Color 1999 1 DVD Facilitator Guide Employee handbook)  
This program covers a wide range of topics for the new employee. Specific topics include: responsibilities of the employer and employee; safe use of chemicals; good housekeeping; signs and placards; vehicle safety; personal protective equipment; machine guarding; vehicle safety; emergency situations; prohibited activities and unacceptable behavior (e.g. inappropriate language and comments, use of alcohol and other controlled substances, firearms brought to the workplace) – Summit Training Source.
- DVD 72**      **AERIAL LIFT SAFETY**  
(11 min. Color 2005 1 DVD in English, Spanish Facilitator's guide Employee handbook)  
The topics discussed in this program on aerial lifts (scissor lifts, boom lifts and bucket trucks) are divided into 3 categories: equipment, pre-start inspections and safe use. Following the manufacturer's manual and employer's policies, and training by a qualified person are important for operator's of aerial lifts. Some safety principles common to all aerial lifts include: use of fall protection; following load capacity and grade ratings; and use of outriggers when necessary. A pre-start inspection should include a visual assessment and operational check of the equipment, check of the fall protection and the worksite (ground and overhead) for potential hazards. Guidelines for the safe use of aerial lifts are presented to avoid some hazards such as electrocutions, falls, tipovers. Examples of these are: securing the area around the lift with barricades, caution tape, cones, etc.; keeping your feet firmly on the floor while working from an aerial lift, traveling in or transferring off an elevated lift if authorized by the manufacturer and your employer, etc. – Summit Training Source.
- DVD 73**      **SAFETY ORIENTATION: IT BEGINS WITH YOU**  
(16 min. Color 2003 1 DVD Facilitator guide Employee handbook)  
This program is designed to provide employees with an overview of

their employer's and their responsibilities for safety, common work place injuries and illnesses, and the steps they can take to prevent them from occurring. Specific areas that are covered include: ergonomics; back injury prevention; housekeeping; signs, placards and labels; emergency procedures; personal protective equipment, and hazard communication. – Summit Training Source.

**DVD 74      SLIDING BOOM FORKLIFT: OPERATING TECHNIQUES**

(18 min. Color 2005 1 DVD)

Presents some of the operating and design characteristics of sliding boom forklifts, hazards of rough terrain applications, and operating tips. The importance of knowing and following the owner's manual is stressed. Some of the design features and operating characteristics covered are the various steering methods; frame leveling; the load chart; visibility issues, and oscillating tires. Emphasis is placed on knowing 1) the weight of the load and load center; 2) the distance between the front tire and placement area, and 3) the height of load placement before checking the load chart and lifting a load. Other operating tips include: wearing a seat belt; never allowing passengers; placing the boom no higher than driver's eye level when moving; observing safety shut down procedures; driving rules; not operating the forklift if unable to level the frame; using a signal person when necessary. – Vista Training.

**DVD 75      SMALL FALLS ARE A BIG DEAL**

(19 min. Color 2005 1 DVD Leader's guide)

In this video, Martin Lesperance recalls stories of fall injuries he has attended as a firefighter and EMT to make the point that small falls can lead to bad injuries. The key is to prevent falls and he covers the following topics to work towards prevention: use of proper footwear; the importance of recognizing, controlling and correcting fall hazards; maintain "situational awareness" when fall hazards are present; be careful when moving from one level to another and when changing surface conditions. He talks about not walking or stepping where your eyes haven't been; doing something to correct a fall hazard; working safely so you do not create fall hazards. – Educational Resources Inc./American Training Resources.

**DVD 76      LADDER SAFETY: A PRACTICAL APPROACH**

(19 min. Color 2006 1 DVD Leader's guide)

Following safe work practices are aimed at preventing ladder related deaths and injuries. Step, straight, extension, platform and multiple function ladders are included in this program. Topics covered are selecting the correct ladder for the job; inspecting the ladder before use; transporting, setting up and standing and working on ladders; and consequences of failing to follow these safe work practices.[NOTE: When using rebars as shown in the video, it is suggested to place caps on them.] – Educational Resources Inc./American Training Resources.

**DVD 77      ABCs OF YOUR PERSONAL FALL ARREST SYSTEM**

(15 min. Color 2002 1 DVD Leader's guide)

This video shows viewers how to properly select and use personal fall

arrests systems so they can work safely above ground. Topics include forces involved in falls; components of a fall arrest system [A=anchor points; B=body harness; C=connecting device]; inspection of the equipment; calculating fall distances; selection of an appropriate connecting device and the importance of choosing a proper tie-off point. – Educational Resources Inc./American Training Resources.

**DVD 78      PESTICIDE SAFETY IN THE NURSERY AND LANDSCAPE**

(40 min. Color 2005 1 DVD)

This program, produced in North Carolina, is made up of 10 segments, each between 2 – 7 minutes and covers the following topics: pesticide storage; personal protective equipment; preparing for a work break; poisoning and heat stress; mixing and loading; cleaning up spills; transportation; protecting your family; protecting the environment; and unsafe practices. Most information is general in nature except for a reference to a North Carolina requirement for a required sign on doors of commercial restricted use pesticide storage. NOTE: Individuals who use agricultural chemicals are responsible for ensuring that the intended use complies with current regulations and conforms to the product label. – North Carolina State University, CropLife Foundation.

**DVD 79      DON'T BET YOUR LIFE ON UNSAFE ACTS**

(15 min. Color 2004 1 DVD Leader's guide)

This program, through various scenarios, examines some of the reasons employees choose to place their lives in danger so we can learn to recognize and avoid these types of tragic decisions. Some of these reasons include 1) having a false sense of security from years of experience, 2) being distracted while working (rushing, anger, being occupied with outside issues or being distracted by other workers or operations) interferes with your decision-making, impairs your reaction time and places you and others at risk, 3) showing off, gaining attention from others or horseplay, and 4) thinking about safety when confronted with obvious hazards rather than following safety practices at all times. – ERI Safety Videos/RM Distributors.

**DVD 80      LIFE IS FOR LIVING**

(3 min. Color 2000 1 DVD)

This video is designed to open or close employee safety meetings and help focus the viewer's attention on the long-term consequences of injuries resulting from not following safe practices at home and at work. A wide variety of dramatic mishaps are illustrated, such as traffic crashes, slips and falls, hand injuries, back injuries, eye injuries and electrical mishaps. – Aurora Pictures.

**DVD 81      WSI: BLOODBORNE PATHOGENS**

(17 min. Color 2006 1 DVD)

It is recommended that viewers are familiar with their workplace bloodborne pathogens exposure control plan. In this program, an investigation takes place when an employee tests positive for Hepatitis B. As the investigation unfolds, viewers learn about bloodborne pathogens and some procedures that employers and employees should follow to avoid exposure and when an exposure occurs. – Wumbus Corporation.

- DVD 82 ASBESTOS AWARENESS: ARE YOU AT RISK?**  
 (25 min. Color 1994, 2000, 2007 1 DVD in English, Spanish, French Leader's guide Employee handbook)  
 This program can be viewed straight through or paused at the section headings to allow for discussion. It informs workers what asbestos is, how it is used, how it affects them, where asbestos-containing materials may be located, and how to recognize damaged or deteriorating asbestos products. Many ways are presented to prevent and control worker exposure, including safe work practices for custodial and maintenance personnel. – Coastal Training Technologies Corp.
- DVD 83 ASBESTOS AWARENESS: CONTROLLING EXPOSURE**  
 (23 min. Color 1994, 2004 1 DVD in English, Spanish Leader's guide Employee handbook)  
 This program can be viewed straight through or paused at the section headings to allow for discussion. Workers are at higher risk of exposure if their work area contains "high-risk" materials, such as sprayed-on insulation, if they work near an asbestos construction or renovation site, or if engaged in maintenance or custodial activities around installed asbestos. OSHA developed a standard for asbestos and this program covers some basic principles and work practices under this standard. Basic concepts (e.g. asbestos content, work classes, permissible exposure limits), protective measures (e.g. work practices, engineering controls, protective clothing and equipment, regulated areas), exposure control programs, and emergency clean-up. – Coastal Training Technologies Corp.
- DVD 84 MOLD AWARENESS**  
 (14 min. Color 2004/2003 1 DVD in English, Spanish Leader's guide Employee handbook)  
 The program explains what mold is, how it develops and how to reduce the amount of indoor mold. The program covers which molds cause health problems and what can be done to eliminate the problem. – Coastal Training Technologies Corp.
- DVD 85 CONFINED SPACES: RISKS AND RESPONSIBILITIES**  
 (19 min. Color 2006 1 DVD)  
 Explains some of the basic information and procedures on confined spaces, including some of the requirements of the OSHA standard on permit-required confined spaces [29CFR1910.146]. Covers the common atmospheric hazards (oxygen deficient and enriched environments, flammable or explosive gases or vapors, toxic atmospheres) and engulfment and configuration hazards. Other topics include program elements such as identifying confined spaces; use of instruments to test and monitor the confined space; providing equipment necessary to enter confined spaces safely; training of employees; emergency and rescue procedures. – Wumbus Corporation.
- DVD 86 GROUNDSKEEPING SAFETY: BE A PRO!**  
 (17 min. Color 1996 1 DVD Leader's guide Employee handbook)  
 For ground maintenance staff, this program covers personal protective equipment, general safety checklist, tractors, riding and push mowers, trim and

brush-cutting equipment and blowers, and handling hazardous materials. -  
Coastal Video Communications

**DVD 87 SAFETY FIRST: CONFINED SPACES**

(9.5 min. Color 1998 1 DVD)

Produced for the employee in water utilities, this program briefly covers the procedures for entering and working in permit required confined spaces. Included are the identification of permit required confined spaces, the hazards that need to be evaluated prior to entry and when in the confined space. Other areas mentioned are the use of necessary personal protective equipment and rescue procedures. – American Water Works Association.

**DVD 88 SAFETY FIRST: HAZARD COMMUNICATION**

(13 min. Color 2001 1 DVD)

Produced for the waterworks industry although applicable to any industry, this DVD briefly goes over the basic elements of a hazard communication program, e.g., inventory, container labeling, material safety data sheets, employee training, and hazard communication plan. In Hawaii, many water utilities come under the jurisdiction of the Hawaii Occupational Safety and Health Law (Chapter 396 HRS). – American Water Works Association.

**DVD 89 SAFETY FIRST: WORKPLACE HEARING LOSS**

(16 min. Color 2006 1 DVD)

Produced for workers in water utilities, this program covers the factors that can contribute to hearing loss (primarily noise, but also mentions solvents, lead, mercury, carbon monoxide), noisy settings in water utilities, how excessive noise can affect hearing, ways to reduce noise levels, different types of hearing protection, and myths about using hearing protection. American Water Works Association.

**DVD 90 SILICA SAFETY AWARENESS**

(14 min. Color 2008 1 DVD Facilitator guide Employee handbook)

This program can be used for employers and employees in industries where there is a potential of exposure to silica, e.g. construction, sandblasting, manufacturing and distribution of construction materials, etc. It presents general information on health risks, maintaining a healthy work environment (air monitoring, engineering controls and respirator selection) and best work practices (using appropriate personal protective equipment and following procedures to maintain the effectiveness of the equipment, good housekeeping, personal hygiene, etc.). NOTE: Refer to Hawaii's permissible exposure limits, time-weighted average (PEL-TWA) for silica (Table 202-1, Limits for Air Contaminants 12-202 H.A.R.) – Summit Training Source.

**DVD 91 STORED ENERGY: THE HIDDEN HAZARD**

(18 min. Color 2007 1 DVD Leader's guide)

While most people think of mechanical and electrical energy when discussing "stored energy", potential stored energy, such as from the sheer weight of things and elastic stored energy as from ropes and cables are other sources of serious injuries. To protect workers, it is important to raise their awareness of stored energy hazards and to encourage them to be more observant at the workplace. Examples of stored energy are shown in various areas in the workplace –

receiving, bulk storage, warehouse and maintenance areas. In addition, some precautions are explained to prevent these hazards. – Aurora Pictures/ American Training Resources.

**DVD 92      LOCKOUT/TAGOUT OF CONSTRUCTION EQUIPMENT**  
(24 min. Color 1998 1 DVD)

This program discusses how to identify the various sources of stored hazardous energy in construction equipment and some methods to isolate or disable those sources to prevent incidents and accidents associated with the service and repair work performed on those equipment. It also provides information regarding the six steps of the lockout/tagout procedures and the types of energy affected. – VISTA Training/RM Distributors.

**DVD 93      SAFE USE OF HAND TRUCKS, DOLLIES & PALLET JACKS**  
(23 min. Color 1992 1 DVD Instructor guide Study guide)

Covered in this program are the various types of manual moving equipment and their uses, such as hand trucks, drum handlers, piano and furniture dollies, pallet and platform trucks and service carts. Safe equipment use, including ergonomic information, as well as correct maintenance practices are demonstrated and described. – Media Resources, Inc.

**DVD 94      EXCAVATIONS: SAFE WORK ESSENTIALS**  
(16 min. Color 2008 1 DVD Facilitator's guide Employee handbook)

Topics covered include (1) what are excavations (e.g. types of soil, competent person), (2) potential hazards (e.g. cave-ins, utility lines, confined spaces), (3) protective measures (e.g. soil testing, shielding, shoring, sloping) and safe work practices (e.g. entry into and exit from excavations, use of equipment around excavations, personal protective equipment). – Summit Training Source.

**DVD 95      OFFICE ERGONOMICS TODAY**  
(16 min. Color 2001 1 DVD Facilitator's guide Employee handbook)

Goes over a brief explanation of the science of ergonomics; definitions, causes and risk factors of musculoskeletal disorders (MSDs) in the office environment; common symptoms of MSDs; the importance of proper posture; organizing your workstation; exercises to relieve stress; and some best practices. – Summit Training Source.

**DVD 96      OVEREXERTION INJURY PREVENTION**  
(14 min. Color 2004 1 DVD Facilitator guide)

Overexertion injuries, e.g. strains, sprains, musculoskeletal disorders, back injuries, make up a large percentage of worker injuries and cost businesses billions of dollars. To create awareness to avoid these injuries, the following topics are covered: how the body works, risk factors and injury causes, common symptoms, prevention measures including the importance of proper posture, manual lifting and stretching. – Safety Productions/ICON Training Materials of Iowa.

**DVD 97      DRIVEN TO DISTRACTION**  
(16 min. Color 2008 1 DVD Leader's guide in English, Spanish, Portuguese Employee handbook)

This program stresses the importance to avoid common distractions that take your attention away from driving. These distractions include using cell phones, eating and drinking, turning on the radio, reaching for items in the car, looking at children in the back seat or maps, and thinking of many other things while driving. It also addresses hurrying, not getting enough sleep, being tired, being angry and following too close. Our full attention should be on driving to decrease the odds of getting into an accident. – Coastal Training Technologies, Inc.

- DVD 98**      **CHEMICAL HANDLING SAFETY: FLAMMABLES**  
(17 min. Color 2004 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
Flammables can be found in many workplaces, so this program is designed to educate employees about working safely with these chemicals. Among the topics discussed are what are flammables; how are they identified, including labeling; the basics of fire; handling and storage, including using the MSDS and good housekeeping; and emergency response. -- Coastal Training Technologies.
- DVD 99**      **HIGH IMPACT: HAZCOM TRAINING (shortened version)**  
(8 min. Color 2000 1 DVD Leader's guide)  
This program uses **graphic** simulations to emphasize the importance of hazard communication and chemical safety in the workplace. Information is presented about the elements of a hazard communication program, including labeling, training, and material safety data sheets. It is more suitable as refresher training as the information is covered briefly. Accident scenarios include: worker receives facial burns after using incorrect chemical; use of wrong material during acid waste clean up causes explosion; and drum of mixed chemicals explodes after being heated by the sun. – ERI Productions/Hi 5 Productions/American Training Resources.
- DVD 100**     **MORE HIGH IMPACT: PERSONAL PROTECTIVE EQUIPMENT (shortened version)**  
(10 min. Color 2006 1 DVD Leader's guide)  
This program uses **graphic** simulations to emphasize the importance of personal protective equipment. The benefits of using proper hard hats, safety glasses and goggles, face shields, gloves and safety shoes are highlighted. Simulated accidents stress the possible consequences of ignoring or forgetting to use eye, face and foot protection. -- ERI Productions/Hi 5 Productions/American Training Resources.
- DVD 101**     **YOUR HANDS AT WORK**  
(7 min. Color 2004, 1992 1 DVD)  
Shows **graphic** examples of different types of hand injuries that may occur. An overview of the different types of protective gloves and when to use them are also presented. – Safety Short Production.
- DVD 102**     **DRIVER SAFETY BEGINS WITH ATTITUDE**  
(7 min. Color 2004, 1992 1 DVD)  
Identifies drivers whose attitude and behaviors make them a risk to themselves and others, e.g., competitive driver – thinks he/she owns the road, follows too closely, makes quick lane changes; angry, frustrated, aggressive driver; driver in

a hurry; and distracted driver – does not give full attention to driving. Offers pointers, such as keep your cool on the road, don't take it personally, avoid engaging an aggressive driver, don't let yourself be distracted. – Safety Short Production.

**DVD 103      GOOD HOUSEKEEPING IS GOOD SAFETY**

(7 min. Color 2004, 1992 1 DVD)

Good housekeeping is shown to have many benefits, among them better control of tools & materials, better hygienic conditions leading to improved health and a reduction in slips, trips, falls, potential fire hazards, and exposure to hazardous substances. The DVD walks you through a housekeeping checklist to find and eliminate these hazards. Topics include floors, storage, waste disposal, surfaces & equipment and creating a safe & healthy work environment. – Safety Short Production.

**DVD 104      ELECTRICAL SAFETY FOR THE CONSTRUCTION WORKER**

(26 min. Color 2007 1 DVD)

This program covers electrical hazards on a construction site and provides safe work practices and procedures to avoid accidents and injuries. Included in the topics are the transmission and distribution of electric power, power distribution in buildings, electric arc flash, temporary wiring, electrical cords, power tools and portable generators. Toolbox tips are provided, including mini sessions of individual topics which stand-alone with an introduction, toolbox tip and closing. – Comprehensive Loss Management, Inc./ Associated General Contractors of America.

**DVD 105      HOUSEKEEPING ON THE JOBSITE: A PLAN FOR SUCCESS**

(18 min. Color 2007 1 DVD)

This video emphasizes the important roles of management and employees in creating a safe workplace on the construction site through good housekeeping. [Although produced for the construction jobsite, the methods can be used in any workplace.] It provides a road map to planning, coordinating and implementing a housekeeping plan, using logistics planning as a basis for overall site and personal housekeeping priorities. Pre-planning each project with safety in mind is a responsibility of the employer. This would include coordinating trade activities, logistics of the worksite, providing training, developing a hierarchy of communication and control, etc. The employees are responsible for planning their work areas to minimize hazards. The “PEME” [People, Equipment, Materials and Environment] approach is explained. Explains how overall jobsite safety is achieved by (1) identifying and communicating the roles and responsibilities of the employer and the **people**, (2) selecting the proper **equipment**, safely using, maintaining and storing the equipment, (3) being knowledgeable about the **materials** being used on the jobsite and safely storing, handling and using them, and (4) being aware of the work **environment**, e.g. lighting, ventilation, sanitation, signs, need for personal protective equipment, following safety procedures and asking questions to help minimize the hazard in the workplace. Toolbox tips are provided, including mini sessions of individual topics which stand-alone with an introduction, toolbox tip and closing. – Comprehensive Loss Management, Inc./Associated General Contractors of America.

- DVD 106      PERSONAL PROTECTIVE EQUIPMENT**  
(23 min. Color 2007 1 DVD)  
Employers in the construction industry are responsible for providing appropriate personal protective equipment (PPE) to employees that provide protection against identified hazards and employees are responsible for using them. Using many scenes and examples from the construction industry, this program provides an overview of the many uses of PPE, selecting the proper PPE for the hazards, and the many types of PPE. Covered are eye and face, hearing, head, hand, foot and fall protection. In addition, there are segments on respirators and high visibility clothing. Toolbox tips are provided, including mini sessions of individual topics which stand-alone with an introduction, toolbox tip and closing. -- Comprehensive Loss Management, Inc./Associated General Contractors of America.
- DVD 107      POWER AND HAND TOOL SAFETY**  
(22 min. Color 2007 1 DVD)  
The DVD addresses the hazards present when using hand and power tools on the construction jobsite and steps to prevent and control these hazards. The tools covered are hand tools, power tools [electrical, pneumatic, liquid fuel, powder-actuated and hydraulic], and battery operated tools. Toolbox tips are provided, including mini sessions of individual topics which stand-alone with an introduction, toolbox tip and closing. -- Comprehensive Loss Management, Inc./Associated General Contractors of America.
- DVD 108      SAFETY DURING RENOVATION & DEMOLITION OPERATIONS:  
SELECTIVE DEMOLITION**  
(20 min. Color 2007 1 DVD)  
When doing demolition work, more so with selective demolition, planning for safety is crucial to protect workers and the public against known and potential hazards. Topics covered are: demolition concerns [e.g. premature collapse of the parts of the structure, falls, and exposure to hazardous substances], environmental and health hazards, PPE, utilities, hotwork, debris removal, protecting the public, and general safety tips. Emphasis is placed on doing an engineering survey of the structure and subsequent procedures taken to maintain the integrity of the structure for workers to begin selective demolition. All hazards, such as glass, lead, asbestos, floor openings, flying objects, inadequate lighting, etc. should be abated or removed. Toolbox tips are provided, including mini sessions of individual topics which stand-alone with an introduction, toolbox tip and closing. -- Comprehensive Loss Management, Inc./Associated General Contractors of America.
- DVD 109      THE RESPIRATORY PROTECTION PROGRAM: MANAGEMENT VERSION**  
(20 min. Color 2007 1 DVD Leader Guide)  
Employer responsibilities to protect employees from respiratory hazards and environments that are oxygen deficient and key components of a respiratory protection program as identified in OSHA's and HIOSH's respiratory protection standards, Chapter 64.1 H.A.R. and 1910.134, are covered in this DVD. Topics included are the need for workplace evaluation to identify hazards; various types of respirators, filters and cartridges; exposure limits; assignment protection factors and maximum use concentrations; medical surveillance; fit testing; selection, maintenance and storage of respirators. [Limits for Air Contaminants

for OSHA in 29CFR Table Z and HIOSH in Table 202.1]. – ERI Productions/American Training Resources.

- DVD 110 THE RESPIRATORY PROTECTION PROGRAM: EMPLOYEE VERSION**  
(15 min. Color 2007 1 DVD Leader Guide)  
This DVD can be shown to employees in workplaces with respiratory protection programs to provide them an understanding of respiratory hazards, the process whereby hazards are assessed and respirators are selected and how to protect themselves. Some topics covered are: medical evaluation before respirator use; types of respirators and cartridges and their selection; fit testing; user seal checks; and respirator care and maintenance. – ERI Productions/American Training Resources.
- DVD 111 SAFETY FIRST: HEAVY EQUIPMENT YARD PRACTICES**  
(15 min. Color 2004 1 DVD)  
Produced for the waterworks industry although applicable to yards in other industries, this program identifies some of the common injuries and hazards and suggested safe practices. Some common injuries include cuts, bruises and broken bones caused by falling objects; strains and sprains from manual lifting; fractures and bruises from materials and pinch points; cuts and bruises from improperly cutting ties and rigging devices and struck by vehicles. Information is provided on the importance of using personal protective equipment, the safe use of heavy equipment, such as forklifts, front end loaders and cranes, which includes the use of a signal person, and hazards of stacking and storing materials in the yard. – American Water Works Association.
- DVD 112 ERGONOMICS AT WORK**  
(3 parts: Office Ergonomics; Lifting & Back Strain; Laboratory Ergonomics each 13 – 14 min. Color 2000 1 DVD)  
Office Ergonomics: The primary types of ergonomic injuries in the office are repetitive strain injuries, cumulative trauma disorders and muscle strains. The symptoms of these problems and the importance of reporting them to one's supervisor are mentioned. In addition, some preventive measures are covered, e.g., evaluating each workstation, office temperature, manual lifting techniques, stretching, exercise and sleep. Lifting and Back Strain: Identifies back injury symptoms and steps to prevent these injuries (e.g. stretching, using proper lifting techniques, wearing proper shoes, keeping work at elbow height, avoid reaching higher than shoulders, etc.) These are shown using many examples of jobs in the *water utility industry*, such as working in the control room, getting out of equipment and vehicles, going in and out of trenches, shoveling, accessing confined spaces. Laboratory Ergonomics: Examples of repetitive strain injuries and cumulative trauma disorders in the water utility laboratory are shown. Note: these can also be found in other laboratories. Various types of jobs in the laboratory and recommended safe practices are presented. These include pipetting, using the microscope, using the fume hood and working on computers. The potential for eye strain is also addressed when using the microscope and computer. – American Water Works Association.

- DVD 113      BLOODBORNE PATHOGENS: JUST THE FACTS**  
 (16 min. Color 2008 1 DVD in English, Spanish, Portuguese 1 Leader's guide Employee handbook)  
 This program goes over the types of bloodborne diseases (Hepatitis B and C and HIV), how one gets a bloodborne disease, the transmission of bloodborne pathogens disease in the workplace, safe work practices to prevent exposure, and how to respond to emergencies on the job. – Coastal Training Technologies.
- DVD 114      ARC FLASH AWARENESS**  
 (25 min. Color 2007 1 DVD Booklet)  
 Workers who were injured by an arc flash recount their experiences. In addition, general information on arc flash hazards and the responsibility of organizations in preventing arc flash injuries are covered. The booklet includes discussion topics for electrical workers. – National Institute for Occupational Safety and Health.
- DVD 115      COMBUSTIBLE DUST: INCIDENT PREVENTION**  
 (12 min. Color 2008 1 DVD in English, Spanish Facilitator's guide Employee handbook)  
 This program aims to educate employees on alertness of combustible dust hazards and teach a commitment to following good housekeeping and safe work practices. It covers hazards of combustible dust, preventing dust explosions, safe work practices and emergency procedures. – Summit Training Source.
- DVD 116      THE SKY'S THE LIMIT: AERIAL WORK PLATFORM SAFETY**  
 (12 min. Color 2000 1 DVD)  
 Emphasizes the importance of proper training on equipment to be used, daily pre-operation checks, fall protection, inspecting the worksite, checking the weather and following other safe work practices. – Associated General Contractors of America.
- DVD 117      HEALTHCARE SAFETY ORIENTATION**  
 (20 min. Color 2007, 1994 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
 The following topics are briefly covered in this program: slips, trips and falls; back injuries; electrical safety; fire safety; disinfection and sterilization; medical waste; good housekeeping; personal protective equipment; hazard communication; radiation safety; and glove removal and hand washing. – Coastal Training Technologies.
- DVD 118      THE NEWCOMERS**  
 (24 min. Color 2007 1 DVD in English, Spanish Leader's guide Participant checklist)  
 This program was created to inform both new and experienced employees the importance of helping the new employee at work. The desired outcomes of a training session using this title are that employees should understand the importance of asking questions about their job; be certain they do not attempt job tasks beyond their capability; understand that even simple tasks can carry deadly risks; be aware that their actions may affect others; and know the importance of looking after the newcomer. The program follows the actions of several new employees, the newcomers, as they go about their busy day. The viewer will

witness several mistakes performed by the newcomers and then learn the impact of those mistakes. – Coastal Training Technologies.

**DVD 119**      **WALKING & WORKING SURFACES: WATCH YOUR STEP!**  
(19 min. Color 2007, 1991 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
Developed to make employees aware about situations that can cause you to lose your footing and fall. This program covers ramps, various types of scaffolds and elevated work platforms. It also covers how most accidents take place and how to avoid them. – Coastal Training Technologies.

**DVD 120**      **SCAFFOLDS: SAFETY AT ALL LEVELS**  
(16 min. Color 2005, 1997 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
Covers the OSHA scaffold standard, the role of the competent person, pre-assembly inspection and assembly, pre-shift inspection, safe work practice, fall protection, maintenance and dismantling. - Coastal Training Technologies Corp.