



LAMPTON-LOVE, INC

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Date: June 10, 2020

To: All Branch Managers

From: Gene Maddox
Safety Director 

Subject: Branch Office Monthly Safety Meeting – June 2020

Company policy requires that each branch office hold a minimum of one safety meeting each month with the documentation of the material covered and the attendance being recorded on the “Monthly Safety Meeting Minutes and Attendance Record” (see attached form). **Please detach the Monthly Safety Meeting Minutes and Attendance Record, fill it out and e-mail or fax a copy to Lynn Eldridge.** *Please keep the original for your records.*

NOTE: ONLY the Monthly Safety Meeting Minutes and Attendance Records is to be sent in.

To assist you in complying with this requirement, the following subjects are for your Monthly Safety Meeting, for the month of June 2020. You may add topics, but please document the following topics:

1. News Briefs!!! (1. Marijuana Use Is Always Prohibited for CMV Drivers; 2. Clearinghouse OOS Violations Begin April 1st)
2. Safety Meeting: (Static Discharge Prevention Tips)

It is recommended that you thoroughly read this material prior to your meeting.

It is strongly recommended that you use the 3-ring binder to store the last 12 months of the Safety Meeting Minutes and Attendance Record Form!!! This material should be referred to or used to train new employees from the website. This manual should be kept in an area of the office that is easily accessible to all employees.

Be Smart...Be Safe and Be Courteous!!!



PROPANE
EXCEPTIONAL ENERGY

NEWS BRIEFS!!!

(This monthly “column” will include short newsworthy topics,
which will serve as a friendly reminder to us all)

Marijuana Use Is Always Prohibited for CMV Drivers

Despite many states allowing medical or recreational marijuana use, commercial motor vehicle drivers are always prohibited from using or possessing marijuana in any form, for any reason. Marijuana remains a prohibited Schedule 1 substance under federal law.

Motor carries should ensure that:

- ◆ All CMV drivers are aware of the drug prohibitions in §392.4; and
- ◆ All supervisors of CDL drivers subject to drug testing under Part 382 have been trained to spot marijuana use as required in §382.603.

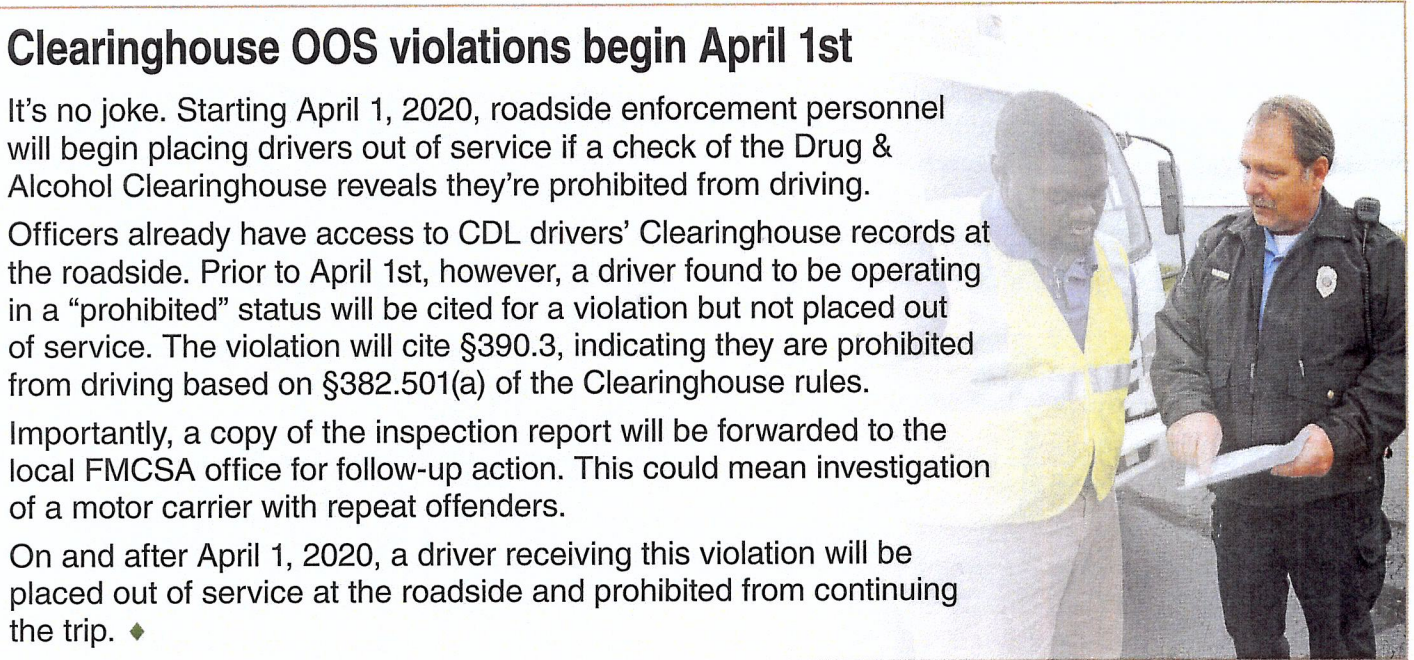
Clearinghouse OOS violations begin April 1st

It's no joke. Starting April 1, 2020, roadside enforcement personnel will begin placing drivers out of service if a check of the Drug & Alcohol Clearinghouse reveals they're prohibited from driving.

Officers already have access to CDL drivers' Clearinghouse records at the roadside. Prior to April 1st, however, a driver found to be operating in a "prohibited" status will be cited for a violation but not placed out of service. The violation will cite §390.3, indicating they are prohibited from driving based on §382.501(a) of the Clearinghouse rules.

Importantly, a copy of the inspection report will be forwarded to the local FMCSA office for follow-up action. This could mean investigation of a motor carrier with repeat offenders.

On and after April 1, 2020, a driver receiving this violation will be placed out of service at the roadside and prohibited from continuing the trip. ♦



JUNE 2020 SAFETY MEETING

Static Discharge Prevention Tips

The release of static electricity (static discharge) can be extremely hazardous in propane operations. By using the following tips, you can help prevent and control static discharge and ensure a safe working environment for yourself and your coworkers.

Eight Safety Tips for Preventing Static Discharge:

1. **Know the area.** Every propane facility has designated Static Discharge control Areas – places where propane vapors may be released or pooled. These include areas where any propane transfer, processing, or storage occurs. Be aware of where these locations are and take appropriate prevention measures when nearby.
2. **Ground yourself.** Workers can conduct or carry a significant amount of static electricity as they move about the plant. Always wear static-safe footwear or conductive wristbands and use a static-safe floor or floormat to safely discharge any buildup before handling propane.
3. **Check your attire.** Cotton and cotton blends generate less static electricity than most synthetic materials, and thus are the typical propane uniform fabric. Wear your uniform and be aware of any garment or layers that “snap” or “crackle” when removing. Never put on or remove clothing inside a Static discharge Control Area.
4. **Clean up.** Check that all HDPEs PVCs, and other synthetic materials are out of Static Discharge Control Areas.
5. **Follow regulatory code.** Electrical equipment inside a Static Discharge Control Area must be installed in accordance with NFPA 58 and state electrical codes and regulations. Metal and non-electrical stationary equipment, such as rollers, should also be grounded.
6. **Observe your processes.** Most static electricity comes from the friction between materials, even if they are non-conductive. Review your facility’s processes and activities and take action to reduce any apparent risk.
7. **Limit access.** Limit access to Static Discharge Control Areas to trained propane workers who understand how to perform the particular task and handle static discharge safely.
8. **Speak up.** Propane personnel who work in Static discharge control Areas can provide the best information on potential threats and hazards. Let your supervisor know of any issues you become aware of.

JUNE 2020
MONTHLY SAFETY MEETING
MINUTES & ATTENDANCE RECORD

Company Name: _____

City: _____ State: _____

Date: _____ Time Started: _____ Time Finished: _____

Instructed By: _____ Number Attending: _____

Subject Covered and Comments:

1. Briefs: 1. Marijuana Use Is Always prohibited for CMV Drivers; 2. Clearinghouse OOS Violation Begin April 1st.
2. Safety Meeting: Static Discharge Prevention Tips _____

By my signature below, I certify that I attended and participated in this Safety Meeting and I understand the material presented.

Employee Name (Please print)	Employee Signature	License Expires *	Endorsements**	DOT Physical Expires***
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				

**List driver's license expiration date in this column.*

***Check licenses for proper endorsements and re-testing (For example: "HazMat") List endorsements in this column.*

****List DOT physical expiration date in this column.*

By my signature below, I hereby certify that the employees listed above have been trained in accordance with the applicable regulation and curriculum for this monthly safety meeting.

Instructor's Signature: _____

E-Mail or fax this sheet only to: Lampton-Love, Inc.

Gene Maddox/Lynn Eldridge

Date: _____

P. O. Box 1607, Jackson, MS 39215-1507

Fax #:601-933-3417