

2011

Mount Rainier Employee Safety Handbook



Mount Rainier National Park

4/14/2011

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1. SUPERINTENDENT'S MESSAGE

As employees of Mount Rainier National Park, we each have the opportunity and the choice to make this a safer work place. By our actions every day, we demonstrate our commitment to the safety of ourselves, our co-workers and to our visitors. With safety as our focus as we go about our daily jobs, our park's safety program and safety record will excel, and we will continue to be recognized as a leader in the Region. A safe work place depends on each of us to make that commitment to be the best that we can be. This handbook will help us all achieve that goal. Please join me in helping place this crown jewel at the top of the crown!

Dave Uberuaga
Superintendent

2. MOUNT RAINIER NATIONAL PARK SAFETY VISION/POLICY

Because we care about each other, we will accept nothing less than zero occupational injuries and illnesses. Although we recognize that the accomplishment of the National Park Service mission involves inherent risk, we can and will minimize those risks through communication, training, and equipment.

Safety is a condition of employment here; we are each responsible for our own safety and the safety of our co-workers. Critical safety deficiencies will be addressed promptly. Because we recognize that employee involvement, commitment, and ownership are key to the success of the park safety program, we will facilitate and provide for that involvement both at work and at home.

3. SAFETY ADMINISTRATION

a. MOUNT RAINIER NATIONAL PARK SAFETY COMMITTEE MISSION STATEMENT:

We, the Safety Committee at Mount Rainier National Park, by our responsibility and initiative, will provide leadership and training; remain alert for safety issues; recognize safety excellence; and communicate our accomplishments. Because we care about our fellow employees, families, and visitors, we are dedicated to increasing safety awareness in our work and home environments.

b. 2011 MEMBERSHIP:

The Park's Safety Committee is comprised of representatives from each of the following divisions:

Safety Office, Brandon Lipke, 3354

Administration Division (Longmire and Tahoma Woods), Margie Suter, 2390

Concessions, Mary Wysong, 2303

Interpretation and Education Division/Chairman, Barry Fraissinet, 3322

Maintenance Division, Mike Anderson, 3346

Natural and Cultural Resources Division, Scott Beason, 3370

Visitor Services and Resource Protection Division, Jeff Demorris, 3301

Management Team Representative, Chuck Young, 3300

Trails, James Montgomery, 3367

Union - Vacant

Wellness Committee:

Longmire: Julie Hover, 3369

Tahoma Woods: Teresa Harmon, 2306

Guest Services Inc, Steve Wilson, 569-2400

c. SAFETY COMMITTEE ORGANIZATION: The Park Safety Committee Chairperson is elected by a vote of all members. Members generally serve two-year terms. Meetings usually occur on the second Thursday of each month. The Safety Chairperson for FY2011 is Barry Fraissinet and can be reached at ext 3322.

d. SAFETY COMMITTEE ROLE AND FUNCTION STATEMENT:

Through an annual Work Plan, the Safety Committee:

- 1) Identifies and undertakes initiatives to further employee safety and wellness
- 2) Promotes safe work habits and work areas
- 3) Serves as a conduit between employees and managers for safety issues

- 4) Recommends corrective actions to employees, supervisors, and managers
 - 5) Analyzes accidents and incidents to identify trends
 - 6) Conducts or facilitates safety training
 - 7) Administers the park safety awards program
 - 8) Assists in the implementation of the park Safety Action Plan
 - 9) Designs and conducts semi-annual all park safety meetings
 - 10) Regularly communicates accomplishments
 - 11) Seeks continual improvement in administration and implementation of the park safety program
- e. **SUPERVISOR'S SAFETY RESPONSIBILITIES:** The Supervisor is directly responsible for employee work practices, and:
- 1) Serves as the safety contact for his/her operation.
 - 2) Coordinates the development of occupational safety and health procedures that relate to activities within the scope of the supervisor's control.
 - 3) Implements and enforces occupational safety and health standards within the supervisor's scope of authority to prevent injuries and property losses, and to reduce exposure to legal liability.
 - 4) Inspects facilities under his/her control to ensure compliance with all applicable standards.
 - 5) Trains every employee, volunteer, and all persons doing work for the NPS within the Supervisor's scope of responsibility, so they are qualified to perform their work safely, effectively, and know the OSHA standards that apply to their assigned activities.
 - 6) Conducts safety orientation for all new staff members within his/her operation, and conducts yearly refresher safety training for permanent, term, seasonal employees and volunteers within his/her operation. The safety orientation will be completed before members are released to the field.
 - 7) Integrates occupational safety and health into all activities and functions within the supervisor's scope of control and responsibility.
 - 8) Observes and evaluates work performances to ensure that safe work procedures are practiced.
 - 9) Identifies job-related hazards and ensures that Job Hazard Analyses are prepared to mitigate the risks.
 - 10) Eliminates or mitigates potential causes of accidents, injuries, and illnesses, with the goal of full compliance with all applicable standards.
 - 11) Establishes a working culture that encourages employees to recognize and discuss unsafe behavior of co-workers, and to practice safe work procedures, even when working alone.
 - 12) Personally investigates to discover all causes of employee accidents.
 - 13) Identifies and implements corrective actions to prevent recurrences.
 - 14) Enters employee accident information promptly and accurately into the Safety Management Information System (SMIS), link provided on the MORA Safety Intranet page.
 - 15) Promotes physical fitness and wellness among subordinates.
 - 16) Utilizes a system of accountability that includes rewards and consequences for safe or unsafe work practices.
 - 17) Completes the Safety Orientation Checklist with each employee; points out locations of fire extinguishers and first aid kits; and identifies the nearest fire alarm meeting place and the most direct lahar escape route.
- f. For more information contact your Division's Safety Committee representative, the park Safety Officer or Safety Committee Chairperson; check the park bulletin boards for Safety Committee Meeting Minutes; or check the safety intranet web page.

4. SAFETY COMMUNICATIONS (Updated information for 2011 in Red)

Link: [Communications](#)

- a. **RADIO OPERATIONS:** The Park’s radio operations are administered by the Park Communications Center – Known as “Dispatch” (phone ext. 2334 and 6230) and system/equipment is maintained by the Park Telecom Specialist (phone ext. 6211). Additional radio training materials are available on the park’s Intranet website under the SAFETY section. If you are having problems with your radio or need additional help, please inform your supervisor and contact the Telecom Specialist or Dispatch.
- b. **BASIC RADIO PROTOCOL**
 - 1) To call someone – **listen** for other radio traffic first, **press** the transmit button, **WAIT 1 SECOND**, then say “[other party’s radio number], [your radio number], on [channel name]”. *Example – “754, 752, on Shriner”*. If no answer, repeat.
 - 2) If you need to call an office/shop that is equipped with a base station radio, give the name of that office/shop instead of a radio number. *Example – “Sunrise VC, 754, on Crystal”*
 - 3) To answer a call – answer with your radio number and physical location, or the office/shop name if you are on a base station radio. *Example – “720, Canyon Rim”*
 - 4) To end a call – each party ends by giving their radio number, or office/shop name if on a base station radio.
 - 5) When transmitting it is important to not speak too fast, and always wait 1 second between pressing the transmit button and speaking.
 - 6) When calling someone, always include the NAME of the channel you are transmitting on so the other party knows which channel to answer you on. Avoid using channel numbers – the text shown on your radio’s LCD display is what channel you are on, not the number on the channel dial. *Example – “Dispatch, 123, on Gobblers”*
- c. **RADIO CHANNELS:**
 - 1) There are 15 total channels used in the park for radio communications in three groups: *Admin Net channels, Common-Use channels, and the Portable Repeater channel.*
 - 2) The following channels form what is known as the **Admin Net**, which is the Park’s main radio system. Its primary purpose is for emergency and safety communications and secondary for general-purpose use where employees can communicate with each other to help perform their duties.

<i>Channel Name</i>	<i>Area Covered</i>
Paradise	Nisqually Entrance to Paradise. Longmire, Upper Stevens Canyon Rd.
TWoods	Longmire to Eatonville. NOT AVAILABLE FOR USE UNTIL 2011.
Gobblers	Nisqually Entrance to Tahoma Woods, Southwest backcountry
Packwood	Skate Creek Rd., Packwood, Box Canyon to Backbone Ridge on Stevens Canyon Rd.
Shriner	Ohanapecosh to Cayuse Pass, Chinook Pass, Sunrise, Lower Stevens Canyon Rd.
Crystal	Cayuse Pass to Enumclaw, White River, Sunrise Road, Northeast backcountry
Sunrise	Sunrise area
Fremont	North backcountry, areas above Sunrise
Tolmie	Carbon River, Mowich Lake, Eatonville, Enumclaw, Northwest backcountry
West Direct*	Local-area use, Westside ranger district *(see section 2e below)
East Direct*	Local-area use, Eastside ranger district *(see section 2e below)

- 3) The first nine channels are ‘repeater channels’, and the name designates the location of the repeater. Repeaters are used to take your transmitted radio signal and spread it out from the repeater’s location over a wider area so you can communicate with others in range of the repeater.
- 4) If you cannot communicate on the channel listed for your area, try seeing if you might be in range of another repeater. Go to another channel, momentarily press the transmit button for 1 second, then listen for a half-second ‘kickback’ response from a repeater. If you get ‘kickbacks’ on multiple channels, figure out which one has the strongest signal and try using that channel instead.
- 5) **Communicate brief and to the point – a lot of people can potentially hear you. Do not hold lengthy conversations unless absolutely necessary. The Admin Net must not be used for communications**

between employees during project work – use a common channel instead (see below).

- 6) All of the eleven Admin Net channels receive on the same frequency. Because of this, you will hear any and all radio traffic that is within range of your radio, regardless of which Admin Net channel you might be on (i.e. your radio is on PARADISE but you're hearing radio traffic from others on SHRINER). If you are using the SCAN feature on your radio, you will only need to put one Admin Net channel on your scan list.
 - 7) **DIRECT** should only be used when it is ineffective to use repeater channels. This can happen when communicating a very short range (less than 200 feet) away from the other party (i.e. letting a road crew member know you are right behind their machinery before you pass them) or if a repeater fails. *DIRECT should not be used for routine communications – if you need to communicate short-range, use a common use channel instead (see below).*
- d. The next three channels **COM 1, COM 2, and COM 3** are known as both *common-use* and *off-net* channels, meaning that they are stand-alone channels that are not a part of any radio system.
- 1) The COM channels are for general-purpose use between individual units in the field when in range of each other.
 - 2) One or more of these channels may already be in use by others. If you are unsure, ask over the air if the channel is in use prior to holding your conversation.

Note: The '**Portable Repeater**' channel is used when temporarily deployed during incidents for providing coverage in a specific area and/or for operations that require frequent radio usage and not tie up the Admin Net (such as helicopter operations for a wildland fire or SAR incident). Use only when directed.

e. **EMERGENCY COMMUNICATIONS:**

- 1) EMERGENCY RADIO TRAFFIC: (takes priority over all other calls):
 - a) When reporting an emergency in progress, call the Dispatch and say "Dispatch, (your name or radio number). **EMERGENCY TRAFFIC**".
 - b) Be prepared to give as much information as possible, **What** (do you have), **Where** (is it), **When** (did it occur). Stay on-scene until help arrives.
 - c) If you are reporting a **CRIME IN PROGRESS**, do not get involved, stay at a safe distance, report as much information as possible; number of suspects, suspect description, direction of travel, vehicle color, license plate, etc.

f. **EMERGENCY RESPONSE BY TELEPHONE:**

- 1) Call **9-1-1** from *any* telephone within the park. This service is available to all areas and facilities, including Tahoma Woods.
- 2) Call **9-1-1** and give the nature of your emergency, your address or physical location (including directions if necessary), and stay on the line, do not hang up unless told to do so by the 9-1-1 operator or responding officer.
- 3) Long Distance Calls: Dial 9 then 1 followed the area code and phone number
- 4) Local Calls: Dial 9 then the phone number (including area code)
- 5) Internal Calls (inside the Park): Dial the four-digit extension

- g. **EMERGENCY TRAFFIC:** Be prepared to give as much information as possible, **What** (do you have), **Where** (is it), **When** (did it occur) Stay on scene until help arrives. If you are reporting a CRIME IN PROGRESS, do not get involved, stay at a safe distance, report as much information as possible; number of suspects, suspect description, direction of travel, vehicle color, license plate, etc.
- h. **EMERGENCY RESPONSE** – As a Park employee, you will spend a lot of time in the Park and it is a very real possibility that YOU may be the first person to come across an accident or other emergency, or you may be the first person to report it. Your actions could make a difference as to the outcome of the incident. As a Park employee, you will be expected to know what to do and to take charge of the scene until someone else arrives to take over.
- 1) ACCIDENT REPORTING – YOU ARE THE FIRST EMPLOYEE ON SCENE OF AN ACCIDENT, WHAT SHOULD YOU DO?
- a) Take time to assess the safety of the scene and think about what is needed.
- i) Where are you and how will others get to your location?
- ii) What kind of accident do you have?
- iii) Is there a fatality?
- iv) Is anybody injured?
- (1) If so, how many people are injured?
- (2) What kind of injuries do you see?
- v) If it is a car accident:
- (1) Is anybody trapped?
- (2) Is the vehicle blocking traffic?
- (3) Is it on fire?
- (4) Is it over the bank or in a ditch?
- ii) If it is on the trail:
- i) Can the person move?
- ii) How many people are with the injured person?
- iii) Are they trying to make their own way out?
- iv) Are they requesting help?
- v) Will they need to be carried out?
- iii) What kind of terrain is it?
- b) If you have a radio, call Dispatch and give them as much information as you can. They may prompt you with more questions. Let them know what you are doing.
- i) Stay put! As Rangers coordinate their response, they may have more questions for you. If you need to leave, make sure you notify Dispatch before you do.
- ii) What can you do to help?
- iii) Give medical help at the level you are trained.
- iv) Direct traffic around the accident.
- v) Ask witnesses to stay until the Ranger arrives.
- vi) If you are off-trail, send someone to find the easiest way in and guide the Ranger in.
- vii) Keep the injured person and bystanders calm.
- c) If you don't have a radio, get as much information as possible and either get to a phone and call it in or send a bystander to a phone to call it in.
- i) If you ask a bystander, tell them to come back and let you know they have called.
- ii) If you call it in, ask if you are needed to go back and help.
- 2) A VISITOR REPORTS AN EMERGENCY TO YOU:
- i) Get as much information as you can and call Dispatch. Use the Missing Party Report Form (from Safety Intranet), the Rescue Receiving Form or the Traffic Collision Reporting Form to help you get all of the information.
- ii) Do not let the reporting party leave until the responding Ranger tells you they can. There will probably be more questions for that person or the park may need to get a witness statement from them. Before the reporting person leaves, make sure you have his/her name, phone number, and address.

- iii) If you are in the field, you may be the closest employee to an accident. You may be requested to go to the scene and get more information or assist.
- iv) Do not accompany the reporting party until you have called the emergency in to Dispatch

3) Where to Go for What You Need

- a) Morning Radio/Weather Report
- b) Listen to the 9:00 a.m. park radio broadcast
- c) Check the park Intranet for the daily report
- d) Call Dispatch for weather report if computer is not in service
- e) Switch radio to a NOAA Weatheradio channel
- f) Safety Intranet
- g) Check out the Safety Intranet for the following information: Park and Committee Safety Action Plans, Safety Training Calendar, Safety Calendar, Information on Special Initiatives, Safety Office Orders, etc.
- H) Use the park intranet to locate the Longmire Winter Parking Plan, Paradise Winter Map, or the Mount Rainier Volcanic Hazard Response Plan. Safety Bulletin Boards.

4) Safety Suggestions

- 1) Safety suggestions are welcomed and encouraged. In some cases, there may be a financial award available. In any case, you may see the results of your suggestion implemented immediately. Your suggestion could be the difference between a safe and an unsafe work environment for you or your coworkers. See the Safety Suggestion Form at the end of this booklet or make up your own and deposit it in a Safety Suggestion Box Located throughout the park are safety suggestion boxes. The boxes are checked once a month. Suggestions are viewed and discussed at the monthly
- 2) Safety Committee meeting. If, however, your suggestion requires a more immediate response or action, contact your supervisor or any member of the Safety Committee.
- 3) Safety Suggestion Box Locations
 - a) Carbon River Ranger Station (office)
 - b) Longmire Administration Building (near back door entrance)
 - c) Macy Dorm (next to photocopier)
 - d) Ohanapecosh Ranger Station (break room)
 - e) Paradise Jackson Visitor Center (break room)
 - f) Tahoma Woods Administration Building (next to photocopier)
 - g) Sunrise Visitor Center (main floor break room)
 - h) White River Ranger Station (outside kitchen door)

5. WELLNESS PROGRAM: The Mount Rainier Wellness Program takes a holistic approach to health and fitness. Employees are encouraged to engage in activities that promote positive physical and mental health. Each year the Wellness Committee sponsors such activities as cholesterol or cancer screening, flu shots, feature speakers, health magazines and newsletters, and physical fitness screening Blood pressure monitors and body fat percentage monitors are available to check out. The Wellness Library has books on many subjects relating to diet, exercise, mental health, running, healthy heart living, disease prevention, self-care, and general fitness. Three featured aspects of the Wellness Program at Mount Rainier are the following:

- a. **Fitness Center:** Mount Rainier has two modern fitness facilities located in the heart of Longmire and in the Tahoma Woods housing area. The facilities have climbing machines, treadmill, bicycle ergo meter, rowing machine, universal weight machine, free weights, video fitness tapes, a showers and more. The facilities are managed by the Wellness Committee and are available to all employees and their families (at least 18 years of age) for a modest yearly fee. The facilities are open year round, twenty-four hours a day. Members are responsible for enforcing rules and regulations and for the upkeep and cleaning of the facilities. Fitness Facility applications are posted in the warehouse under Wellness Program Information. If interested, contact the Park Wellness Coordinator or Wellness Committee members for more information.
- b. **Healthy Strides:** For the past ten years, Mount Rainier has encouraged employees to engage in a personal fitness program. As evidence of this commitment, the Superintendent has given permission for every employee

to incorporate a 15-minute walk as a part of his or her lunch break each day. This time may be used before or after the employee's lunch break. The 15-minute segment may only be used for walking. Although encouraged by management, this program is not mandatory and employees and their supervisors shall ensure their absence does not significantly impact park operations.

- c. **Stretching Program:** A morning stretch session can be a great way to start the workday. Whether you work behind a desk or in the backcountry, stretching can be beneficial to you. As you stretch large muscle groups, blood flow and flexibility increase and your body more easily adapts to the demands you place on it throughout the day. Employees are encouraged to participate in a 10-minute morning stretch session with coworkers. For guidance contact someone on the Wellness Committee

6. SAFETY AWARDS PROGRAM: ([See Safety Forms](#)) The Safety Awards Program recognizes park employees for exemplary actions that result in ensuring the safety of park employees, cooperators, and visitors. Its purpose is to provide a tiered award system that recognizes employees at the employee to employee, division, and park-wide levels. In addition, the Safety Awards Program can motivate employees, increase safety awareness, and encourage safe behavior and attitudes.

7. SPEAK UP! PROGRAM

- a. You are empowered to and encouraged to speak up whenever you see a safe or unsafe action in the park.
- b. Although you may feel uncomfortable speaking up when you witness a colleague engaged in an unsafe act, it is your responsibility to speak up to help prevent an accident from occurring and to ensure that your lack of action does not condone the unsafe act. You are NOT responsible for somebody else's reaction to your feedback. Giving feedback is about respect for yourself and others. Giving feedback can show your caring and concern for your colleagues.
- c. The more we speak up, the more acceptable giving feedback will be. Take a chance for safety. SPEAK UP!
- d. Follow the three easy steps of the Feedback Process:
 - i) ASK
 - 1) Ask if you can share your concern with them
 - 2) Identify what you saw
 - 3) Be specific
 - 4) Find out why they are doing it
 - ii) GET A COMMITMENT
 - 1) Work together to find a safer way
 - 2) Ask them to make a commitment to work safely
 - iii) FOLLOW-UP
 - 1) Check back to make sure they are working safely
 - 2) Ask the Safety Officer if you are unsure of the safety of the behavior
 - 3) Don't give up on them if they are not working safely
 - 4) Offer positive feedback if they are working safely
 - iv) If you are on the receiving end of feedback, allow your co-worker to share his/her concerns openly and honestly. Try to be accepting of his/her concern for your safety. Avoid anger or defensiveness.
 - v) Don't forget to SPEAK UP for safe behavior as well. Our recognition of safe versus unsafe behavior in the park should be 4:1 in favor of recognizing safe behavior. Make someone's day. Tell them they were safe today.
 - vi) For more information, contact your Division's Safety Committee representative or the Safety Officer. Video and other training materials are available.

8. VOLCANIC HAZARDS ESCAPE PLAN

Following this simple advice can save your life or the lives of those around you: **in case of earthquake or loud rumbling noise, seek high ground without delay.** You should do this upon hearing or feeling any ground tremor (earthquake), any sustained rumbling noise from upstream, or any persistent ground shaking (likened to a freight train passing). This advice is applicable to those people living/working downstream from volcanoes that are

potentially active, or in situations where precursory volcanic activity has begun, but evacuations have not yet occurred.

In all cases, go up at least 60 feet in elevation from the valley floor via one of the lahar evacuation routes (see maps below). Stay put; radio in hand, until given further instructions from the park incident commander. It is your choice to decide whether to assist those less able (including visitors). Designated meeting locations are currently being determined. To ensure park preparedness, you should seek high ground in each event. Use small earthquakes as you would fire drills to practice your readiness

Earthquakes, volcanic activity, or natural rockslides or avalanches can all trigger debris flows. Although there are lahar detection systems (including flow monitors) outside the park, there are none currently within the park. There is also currently no separate lahar alarm system, although one is planned.

a. RECOMMENDED EMERGENCY PREPAREDNESS SUPPLIES

i) Home Kit:

- 1) A map showing routes to a safe meeting place you have chosen.
- 2) A card to leave in house with information about intended destination.
- 3) Information provided by local authorities about responding to emergencies.
- 4) Supplies of water (1 gallon/person/day) Store water in sealed, unbreakable containers.
- 5) Identify the storage date and replace every 6 months.
- 6) A supply of non-perishable packaged or canned food and a manual can opener.
- 7) A change of clothing, rain gear, and sturdy shoes, gloves, dust mask and goggles for each family member.
- 8) A battery or hand-cranked/solar-powered radio, flashlight with extra bulb, and plenty of extra batteries.
- 9) Blankets or sleeping bags, and plastic trash bags (to help keep them dry).
- 10) A first aid kit and manual, and list of family physicians.
- 11) Credit cards and cash, and an extra set of car keys.
- 12) A list of important family information: phone numbers, account numbers, the style and serial numbers of medical devices such as pacemakers, etc.

ii) Vehicle Kit:

- 1) Map of area, preferably with safety zones and evacuation routes marked from homes, work, and school.
- 2) Bottled water and non-perishable, a high-energy food such as granola bars, raisins or dried fruits, and peanut butter.
- 3) A change of clothing, rain gear, and sturdy shoes.
- 4) A battery or solar-powered radio, flashlight with extra bulb, and plenty of extra batteries.
- 5) Gloves and goggles.
- 6) Blanket or sleeping bags.
- 7) Tool kit for your vehicle.
- 8) First aid kit and manual.
- 9) Jumper cables, shovel, and flares.
- 10) Fire extinguisher (5lbs/ABC types).
- 11) Tire repair kit and pump. Also, periodically check the inflation of your spare tire.
- 12) Personal medications.
- 13) Emergency phone numbers.

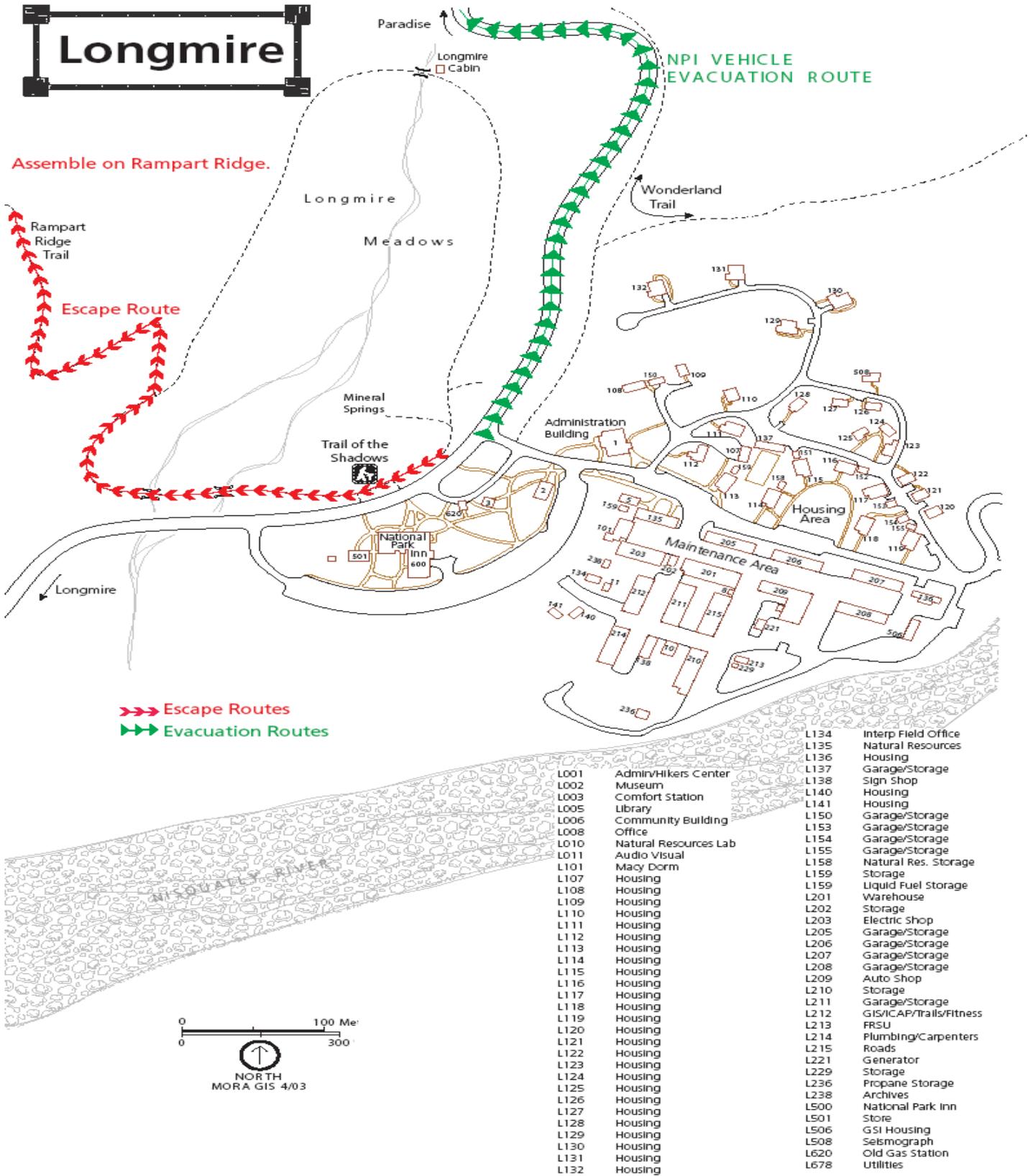
iii) Lahar Pack (keep it with you at work): (Tailor the following list to meet your personal needs for up to three days.)

- 1) Maps of the area (waterproof park topographic, evacuation routes, pick-up locations upon designation in park plan).
- 2) Personal prescriptive medications/general analgesics.
- 3) Compass.
- 4) Rain/Snow gear.
- 5) Shoe-chains and/or snowshoes.
- 6) Collapsible snow shovel.

- 7) Avalanche probe/transceiver.
- 8) Plastic trash bags (multiple uses).
- 9) Emergency blanket.
- 10) Hand and foot warmer packs.
- 11) Non-perishable food and water for 3 days.
- 12) First aid kit and PPE.
- 13) Water filter/purification.
- 14) Toilet paper, trowel, zip lock bags.
- 15) Wool hat, gloves, extra socks.
- 16) Waterless hand sanitizer/wipes.
- 17) Sturdy, waterproof shoes/boots.
- 18) Headlamp and/or flashlight with extra batteries and bulbs/glow sticks.
- 19) Change of clothes (synthetic).
- 20) Personal hygiene products.
- 21) Fire starter (emergency use only).
- 22) Battery, hand-crank or solar powered radio.
- 23) Small backpacking stove/fuel.
- 24) Goggles (good for ash fall events).
- 25) Personal contact and medical information.
- 26) Health insurance, credit cards, keys and other personal gear
- 27) Entertaining book, cards, games
- 28) Your park radio (grab on the way)

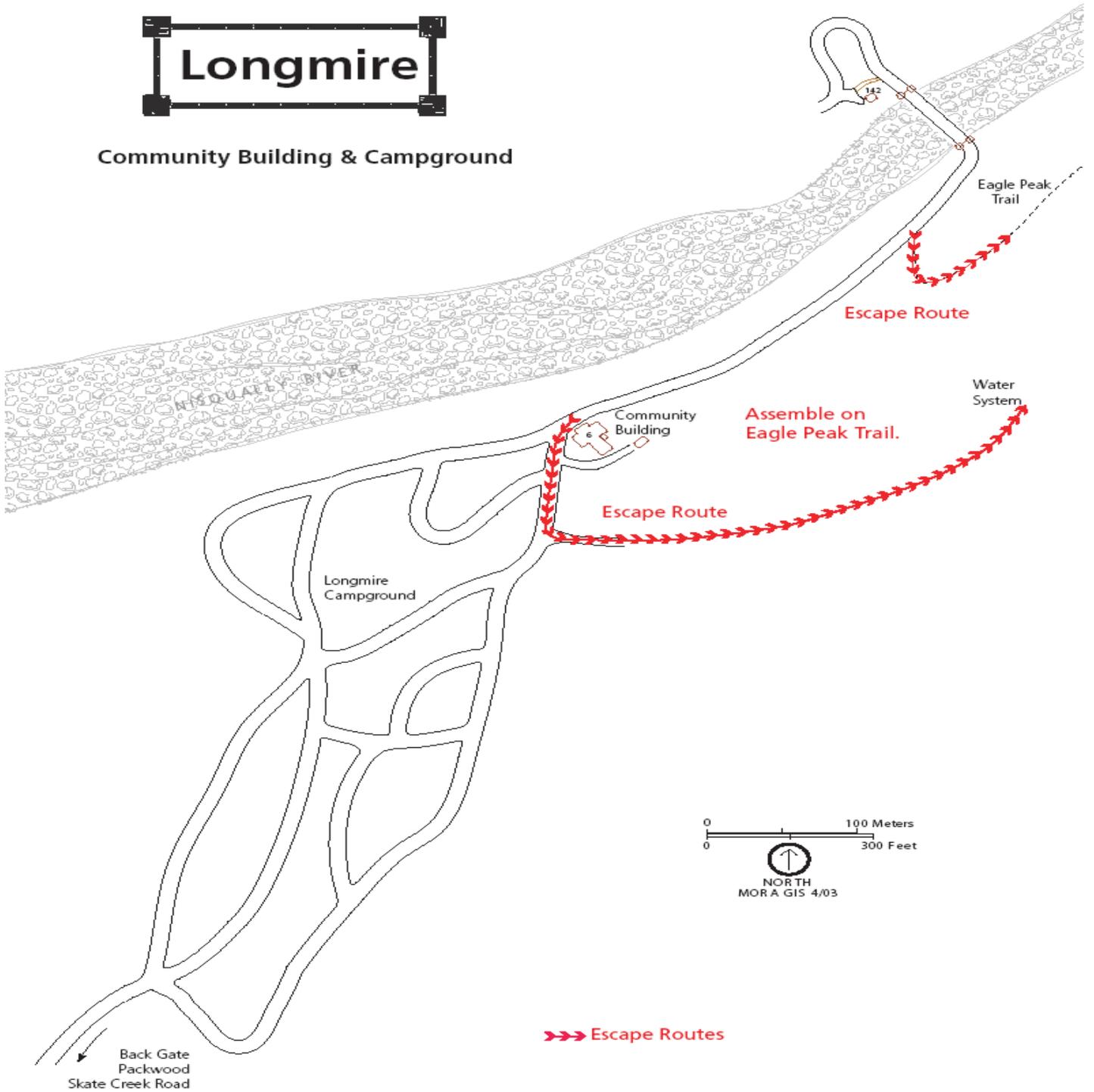
Note: For a complete Mount Rainier Volcanic Hazards Response Plan: contact your Division's Safety Representative

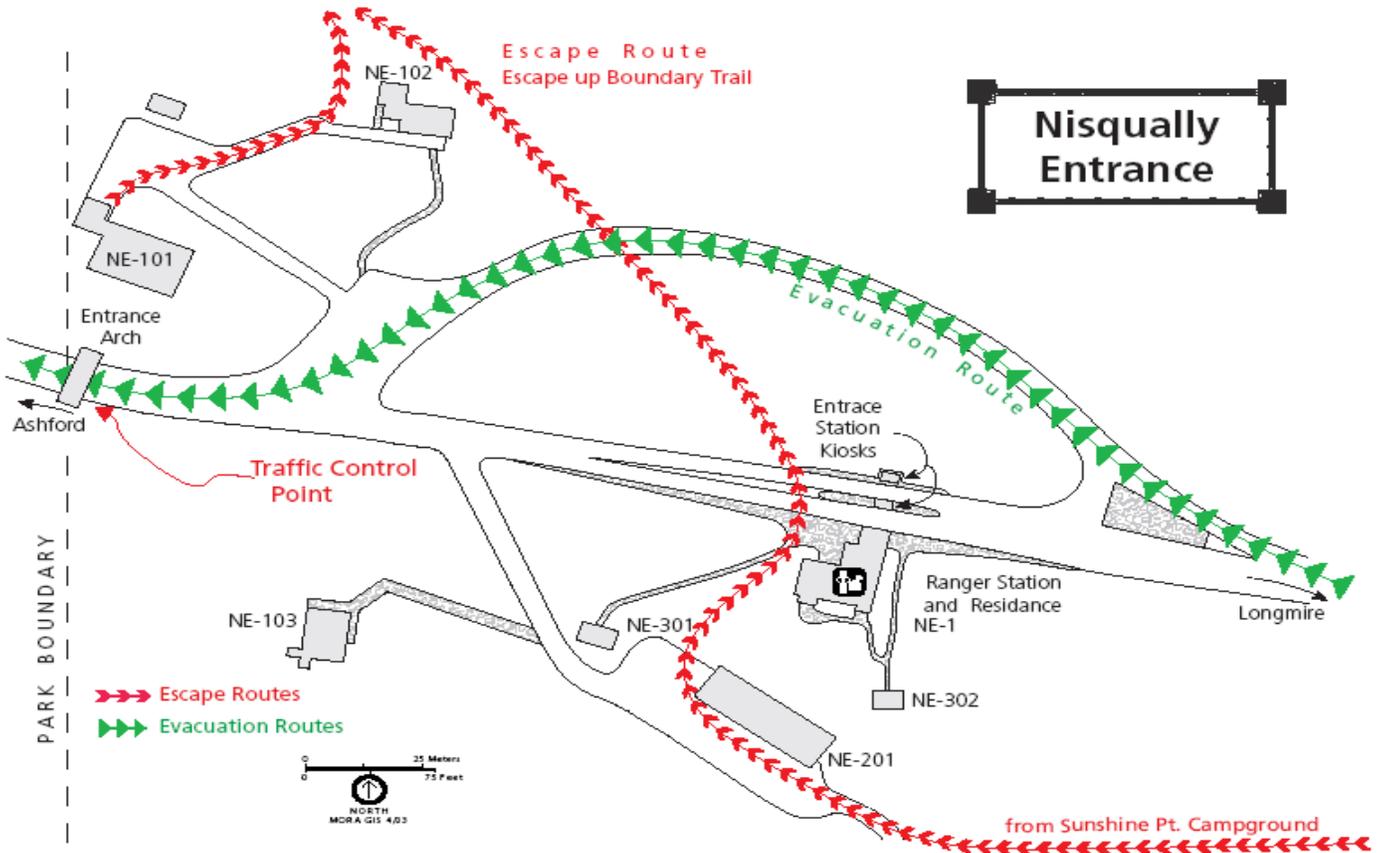
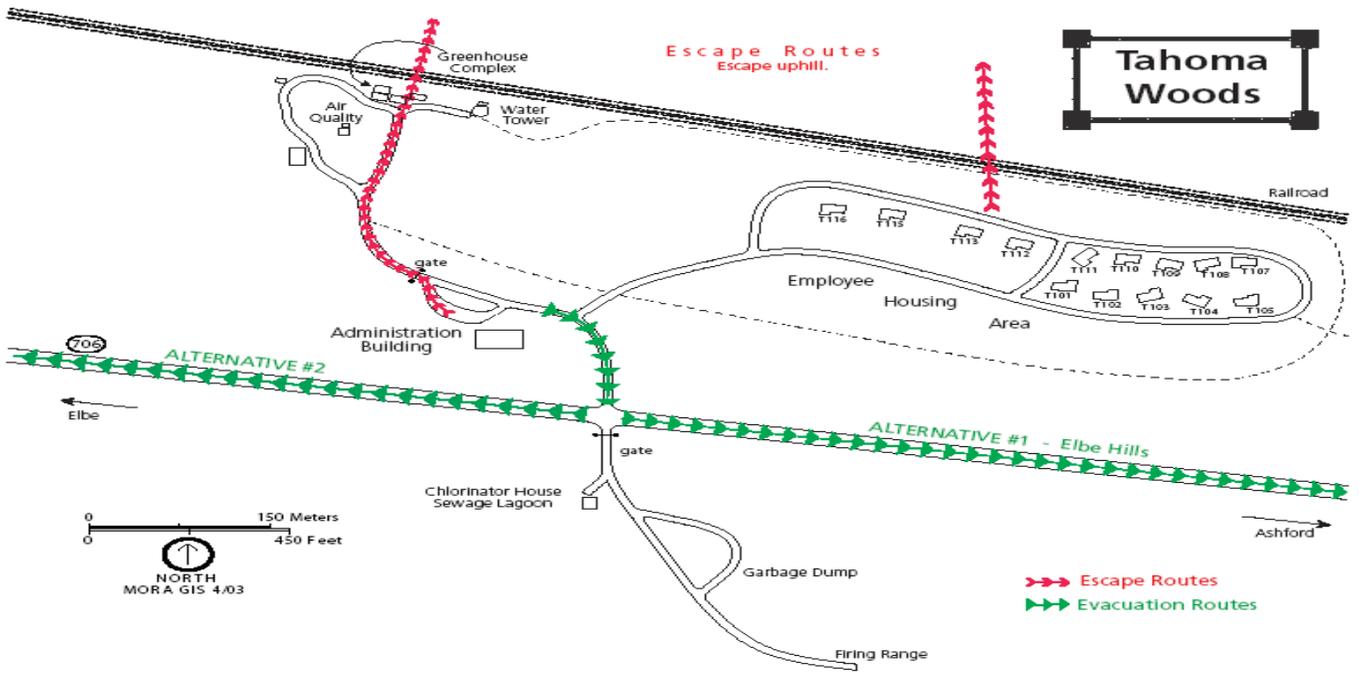
- b. MAPS OF EXISTING/PLANNED ESCAPE ROUTES. The following maps begin on the next page and are also available in larger format on the park's Intranet site. **These maps will be posted in every Federal Facility and locality map will be offered to Park Concession/Guest Services for them to post in their facilities.**

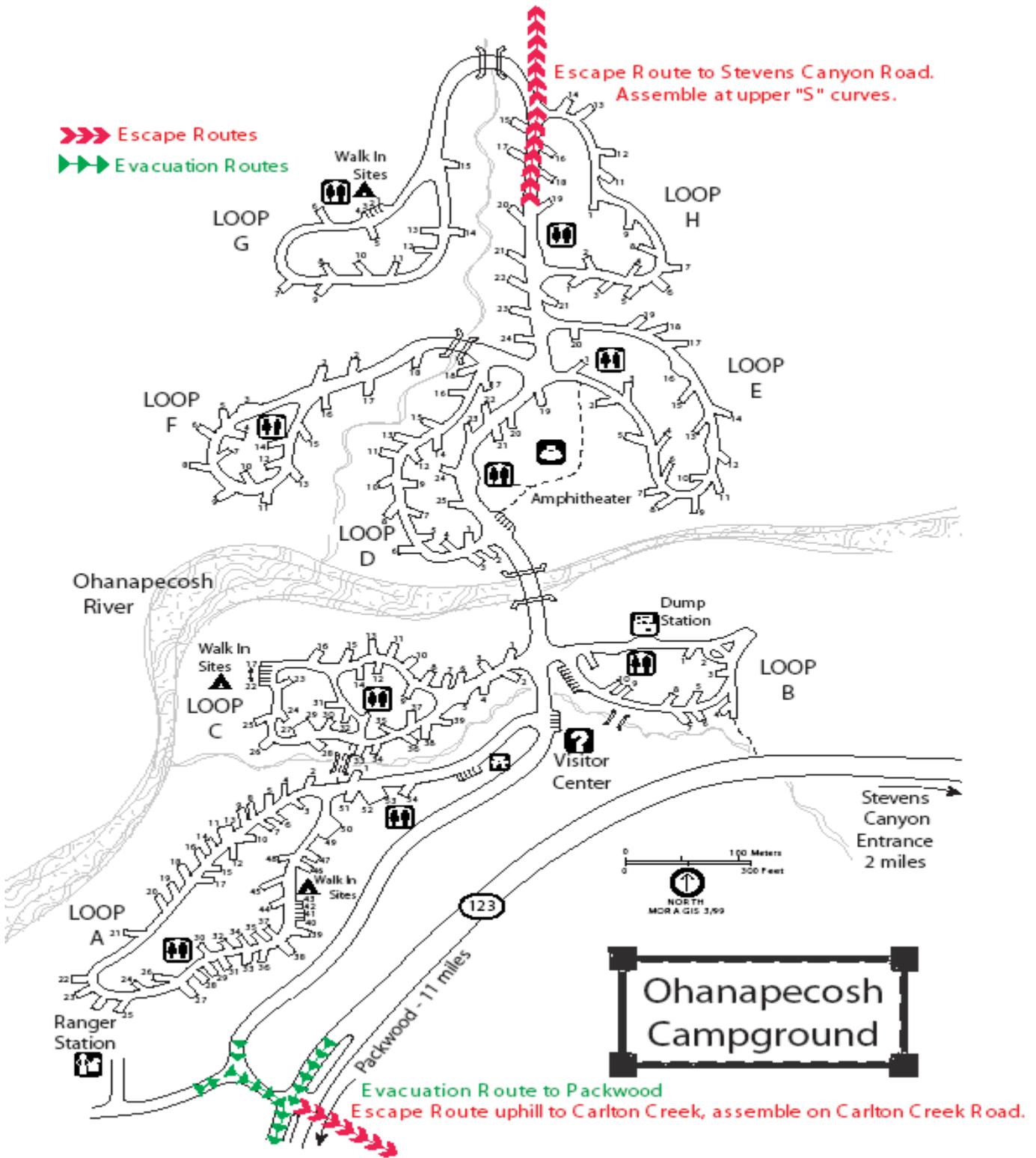


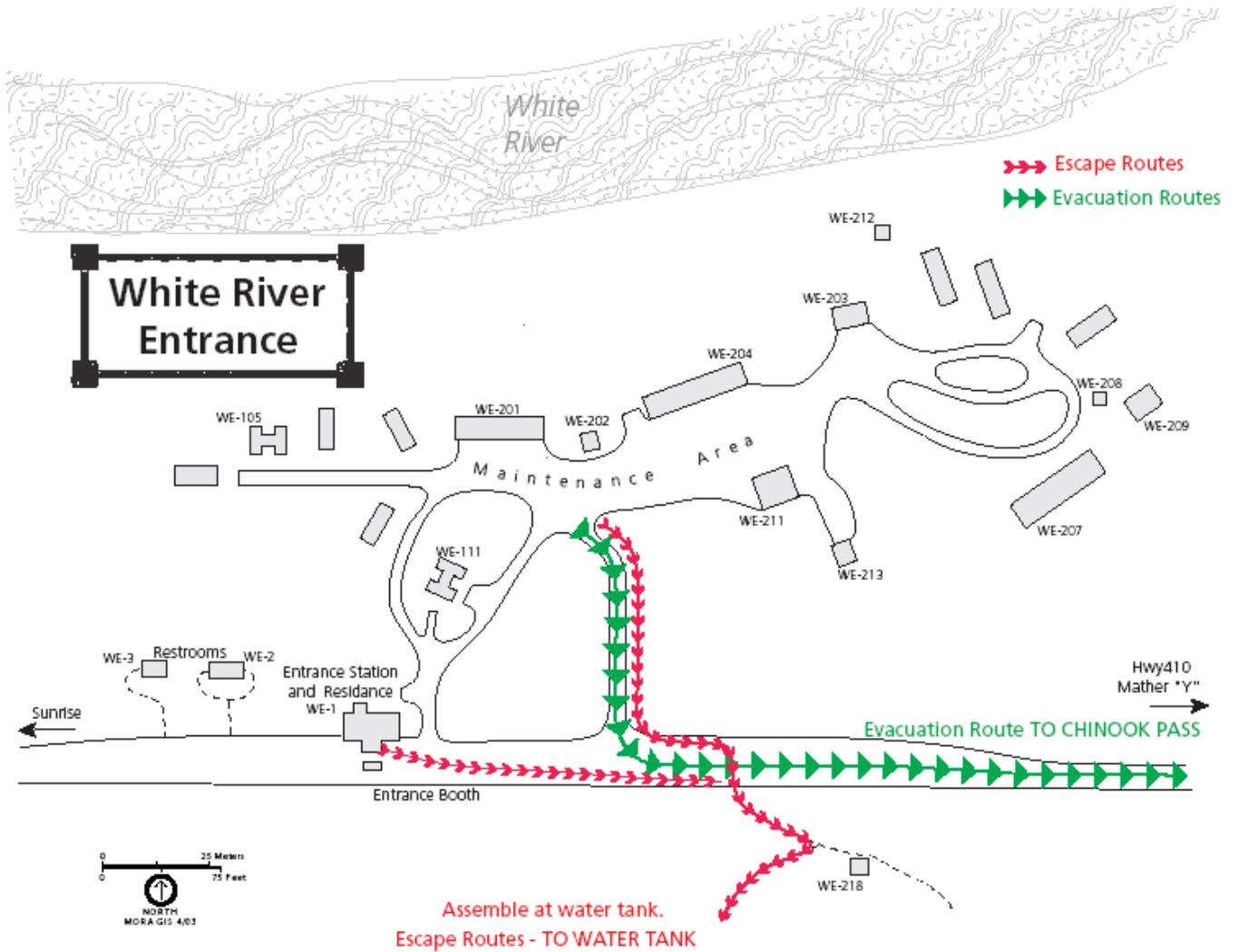
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Community Building & Campground

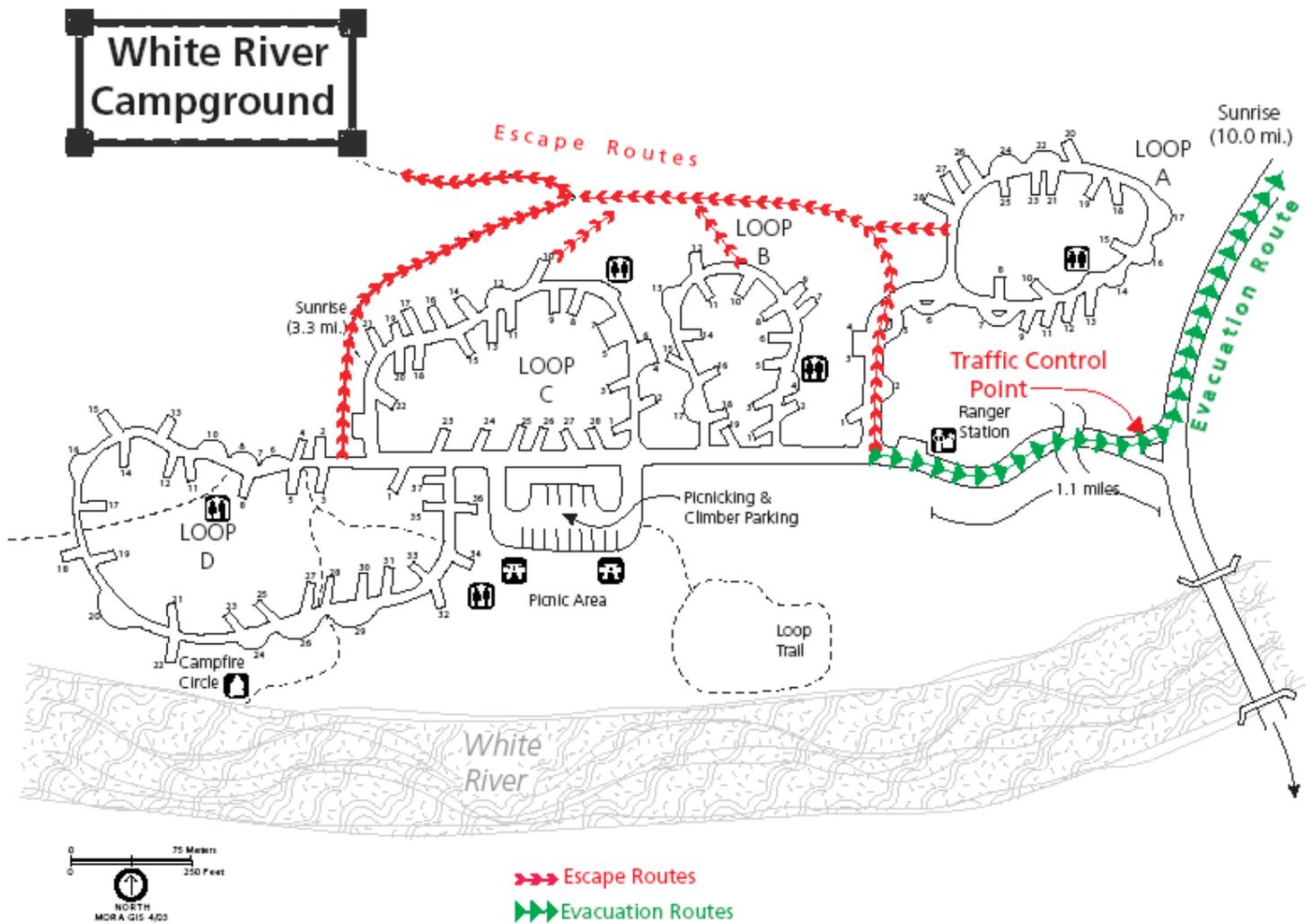








White River Campground



9. OSHA MANDATED PROGRAMS

It is the responsibility of supervisors to advise their employees of known and potential hazards in the workplace. Any PPE needed for a job will be issued by supervisors. Supervisors are required to conduct a Safety Orientation for all new employees (see Safety Intranet or Office Order book for details). Employees share the responsibility for known and potential hazard identification by seeking information when there are questions or concerns relating to their health or safety at work.

Under the Occupational Safety and Health Act of 1970, the Occupational Safety and Health Administration (OSHA) is authorized to conduct workplace inspections to determine whether employers are complying with standards issued by OSHA for safe and healthful work environments. Under the act, every working person must be provided with a safe and healthful workplace. At Mount Rainier National Park, internal (NPS, park or contractor) and external (OSHA) inspections are conducted. These may either be planned in advance or conducted without notification. It is therefore critical to be aware of what components may affect you or your work environment.

The following list of OSHA programs contains some of the most generally applicable programs. If you have questions about any of these programs or their applicability to your job, contact your supervisor, the park Safety Officer or a member of the Safety Committee.

- i) **HAZARD COMMUNICATION:** The Mount Rainier National Park Hazard Communication Program is based on the simple concept that employees have both the need and the right to know the identities of any chemical hazards they are exposed to while at work. Employees also need to know what protective measures are available to prevent adverse exposure effects from occurring. As a result, the park will provide employees with training and information related to hazardous chemicals in the workplace. Employees will receive training at the time of their initial assignment and whenever a new physical or health hazard is introduced into their work environment. Written information about these hazards will be posted and updated regularly. (Contact your supervisor for more information.)
- ii) **HEARING CONSERVATION:** Various positions and individuals are required to wear hearing protection in the course of their duties. Periodic audiograms are required for these positions. Whether or not an employee is included in the program, it may be prudent or required to wear hearing protection for certain tasks. As appropriate, hearing protection will be furnished by supervisors. (Contact the Hearing Conservation Technician or your supervisor for more information.)
- iii) **BLASTING:** On occasion, dynamite or other blasting agents are used in the park. As with other OSHA programs there are a number of specific requirements related to conducting blasting operations. (Contact the Chief Blaster [Roads or Trails Shop] for more information.)
- iv) **HAZWOPER (Hazardous Waste Operations and Emergency Response):** The park has a group of employees who have been trained and certified to the 24-hour level of compliance with the HAZWOPER regulation. These employees are trained to respond to incidents of hazardous materials releases (including spills). Each must complete an annual refresher training to maintain certification. (Contact the Safety Officer for more information.)
- v) **PERSONAL PROTECTIVE EQUIPMENT (PPE):** The park is dedicated to protecting employees from workplace hazards, unsafe work procedures, and hazardous substances that can cause injury. The preferred means to achieve this is through engineering or administrative controls and work practices, however when these controls are not possible or do not provide sufficient protection, employees must use personal protective equipment to minimize their potential for injury or accidents. Any necessary PPE (including protective gloves, glasses, hearing protection, chainsaw chaps, etc.) will be provided to employees by their supervisor. Some equipment, such as respirators, requires special authorization and specific training to use. As appropriate, employees will undergo any necessary training needed for PPE. Although supervisors will have assessed workplace hazards to determine the need for PPE, you are encouraged to be vigilant for unidentified safety hazards that could be mitigated by the additional use of PPE. Look for the PPE section in the Field Safety Information later in this handbook. (Contact your supervisor for more information.)
- vi) **RESPIRATORY PROTECTION:**

- 1) Respiratory protection may be necessary or prudent under various conditions. The Mount Rainier Respiratory Protection Program is applicable to specific tasks. Some uses require a respirator and others do not. Under the program, the use of ANY respirator or dust mask is prohibited unless you have received the proper training, screening and clearances.
 - 2) The Respiratory Protection Program standard requires employers to establish and maintain a program to protect their respirator-wearing employees. The standard includes requirements for program administration; establishment of work site specific procedures; respirator selection; employee training; fit testing; medical evaluation; respirator use, cleaning, maintenance and repair and other provisions. Contact the Respiratory Protection Program Coordinator for more information.
- vii) **CONFINED SPACES:** Under certain conditions enclosed or confined work areas become classified as confined spaces due to their inherent or potential hazards. Confined spaces can be categorized generally as those that would restrict the natural movement of air and enclosed spaces with very limited openings for entry. The hazards encountered and associated with entering and working in confined spaces is capable of causing bodily injury, illness, and death to the worker. Accidents occur among workers because of failure to recognize that a confined space is a potential hazard. Some of these spaces require special permits to enter, even if entry is only for a few seconds. The park has determined the locations of confined spaces. (If you have a concern about a space you need to enter, contact your supervisor or the Confined Space Coordinator for more information.)
- viii) **LOCK OUT/TAG OUT:**
- 1) The park Lock Out/Tag Out Program establishes procedures for affixing appropriate lock out or tag out devices when servicing and/or maintaining machines and equipment where the unexpected energizing or start up of the machines or equipment could release stored energy and injure employees. The key goal of Lock Out/Tag Out is to systematically shut down machinery and electrical equipment before maintenance, repair or cleaning. The Lock Out/Tag Out program also requires annual training of all affected employees, including those who implement lock out/tag out procedures and those who may come upon a lock out/tag out in process all employees)
 - 2) This annual awareness training is provided to ensure employees are able to identify lock out/tag out devices and to ensure that they do not tamper with the affected machinery or equipment. (Contact the Electric Shop for more information.)
- ix) **FIRST AID/CPR:** First aid and CPR courses are offered regularly throughout the year. Some positions are required to maintain certifications. (Contact the EMS Coordinator for more information.)
- x) **FORK LIFT OPERATIONS:** All fork lift users must be certified prior to operating any fork lift or other similarly powered industrial lift trucks. Drivers and bystanders may be injured or killed by forklifts that tip over, fall off loading docks, cause collisions or drop their loads. The majority of forklift accidents are related to operator judgment, inadequate training or lack of safety rule enforcement. (Contact the Forklift Training Officers for more information.)
- xi) **ASBESTOS ABATEMENT:** Work practices that involve any potential asbestos exposure must be monitored and dealt with under very specific guidelines. (If you have a concern about potential exposure to asbestos, contact the Asbestos Coordinator for more information.)
- xii) **LEAD ABATEMENT:** Although lead is now used in fewer and fewer products, there are still circumstances when individuals are knowingly or unknowingly exposed to lead. If the potential is known, supervisors will notify employees. (If you have a concern that there may be lead, contact the Safety Officer for more information.)
- xiii) **BLOOD-BORNE PATHOGENS:** There are employees with an increased chance of contacting blood or other bodily fluids. Under all circumstances, when giving emergency care, as a prudent measure, you should avoid all contact with bodily fluids. In positions of such risk, supervisors will ensure that training and vaccination, if

necessary, minimizes risk. (Contact the EMS Coordinator for more information.)

- xiv) **FALL PROTECTION:** Falls from high places frequently cause serious injury or death. Specific fall protection equipment can prevent these accidents. In the event of a duty that places you at risk from falling; your supervisor will provide training and the proper equipment needed to minimize the hazard. (Contact your Supervisor for more information)
- xv) **EXCAVATION SAFETY:** Certain ground disturbing excavations, depending on depth and other factors, can create the potential for you to be trapped or covered with soil or debris. Employees exposed to these hazards will be trained and properly equipped to minimize potential exposure. (If you have a concern about trench excavation, contact the Safety Officer for more information.)
- xvi) **ASSURED GROUNDING:** Ensures the proper usage of ground fault circuit interrupter (GFCI) devices with power cords and tools. The GFCI device will be issued and used for power cords and electrical tools at all work sites that are not protected by GFCI outlets.
- xvii) **CHEMICAL HYGIENE:** This policy establishes the Mount Rainier National Park (MORA) Chemical Hygiene that will be followed when using hazardous chemicals in the laboratory.
- xviii) **SPILL CONTAINMENT AND COUNTER MEASURES (SPCC):** The outline for the proper storage, handling, and response to environmentally unfriendly chemicals (Mostly Petroleum Products). A list of all hazardous response employees are maintained in the dispatch.

10. FIELD SAFETY INFORMATION

a. DRIVING SAFETY

- i) SAFETY FIRST:
 - 1) Seat belts on at ALL times
 - 2) Vehicles lights on at ALL times
 - 3) Obey the speed limit of 35 mph (unless otherwise posted)
 - 4) As a driver, you are the most important piece of safety equipment in your vehicle
 - 5) Drive defensively! Watch out for other drivers short cutting corners, speeding, losing control on a corner, tailgating, passing illegally, and sightseeing while driving. Clear all snow and ice from windshields and hoods before leaving the shop or duty station.
- ii) PRE-INSPECTION:
 - 1) Tires: Check for adequate tread. Are the tires wearing properly? Bulges? Inflation?
 - 2) Air Pressure: See your Owner's Manual or Vehicle Door for proper tire inflation pressure
 - 3) Lights: Do they need to be replaced?
 - 4) Turn Signals: Are they are working properly?
 - 5) Wiper Blades: Are the wiper blades cracked or falling apart?
 - 6) Do the wiper blades need to be replaced? Is your windshield clean?
 - 7) Check Fluids: Check the oil level, power steering fluid level, brake fluid, coolant, and the window washing fluid level.
- iii) FAMILIARIZE YOURSELF WITH YOUR VEHICLE:
 - a) Adjust seats & mirrors
 - b) Check vehicle for unwelcome passengers
- iv) PREVENT CAR ABUSE: To prevent car abuse, the driver of the vehicle must down shift when descending. Braking alone can cause the brakes to overheat making the brakes fail.
- v) ROAD HAZARDS: Obey the speed limit, obey traffic signs, use pullouts, and scan the road ahead for possible hazards.
- vi) POSSIBLE HAZARDS:

- 1) Rock Fall: Rocks can fall at any time and can damage you and your vehicle.
- 2) Wildlife: Be aware. Expect wildlife to run out in front of you.
- 3) Congested Areas: Use extra caution around trailheads, bridges, pullouts, and parking lots
- 4) Sightseers: Anticipate visitors in the middle of the road at view areas (Nisqually Bridge, Kautz Creek, and Christine Falls) and SLOW DOWN!
- 5) Bicyclists: Be courteous and cautious. Bicyclists share the road. Be especially vigilant on sunny days when light and shadow variations make it difficult to see.
- 6) Gravel Roads: Extreme caution must be used at all times while driving on gravel roads. SLOW DOWN!
 - a) Stopping time increases.
 - b) Increased risk of losing control of vehicle
 - c) Increased risk of getting a flat tire
 - d) Do you know how to change a tire?
 - e) Do you know where the jack and spare is?
 - f) Dust can decrease visibility, especially at dusk
- 7) Ice/Snow Conditions: Extreme caution must be used at all times in winter conditions since conditions can change rapidly, SLOW DOWN!
 - a) Tire Chains- Test them and know how to use them.
 - b) Sunglasses- Wearing sunglasses reduces road glare and snow blindness.
- 8) What to do in an accident situation: CALL COMM CENTER IMMEDIATELY and use your "In case of Emergency card."

b. **HIKING SAFETY:** As people who are usually comfortable working and playing in the outdoors, it is often easy to take our abilities for granted and to become lax in our attention to our personal safety when hiking, either on the job or off. If we have lived in this area for a long time, we might not think to tell people new to the area the things that we have learned to do automatically. It's important for us to remember to follow the advice we give to visitors on a daily basis. With proper planning and preparation, you will have a safer, more enjoyable hike.

i) **BEFORE YOU GO**

- 1) Carry and know how to use the 10 Essentials
 - a) Topographic map of the area (waterproof advised)
 - b) GPS, Compass & altimeter
 - c) Extra food, water one gallon per person per day and iodine for water purification. Don't wait until you're thirsty to drink water; by then you're already dehydrated. You get dehydrated faster at higher elevations and in open, exposed areas.
 - d) First aid kit.
 - e) Flashlight, extra batteries, & bulbs.
 - f) Sunglasses & sunscreen.
 - g) Pocket knife.
 - h) Extra clothing (non-cotton) & rain gear.
 - i) Emergency shelter.
 - j) Matches in a waterproof container (These are for emergency warming fire use only, since no campfires are normally allowed in park wilderness.)
 - k) Be sure all your gear is in good, working condition before you go!
- 2) Take the time to talk to other employees who have taken the hikes you are considering. Study the map of the area in advance and set realistic expectations based on your abilities and those of the least experienced or least fit person in your group. If you're new to the area, be sure to make allowances for acclimating to weather and elevation. These differences can add extra stress to your body and you may need to hike slower or take more frequent rest breaks.
- 3) Regardless of the season or the weather at the beginning of your hike, be prepared for quick and unpredictable changes in the weather. It could be sunny and clear in the morning but raining or snowing by afternoon. Dress accordingly in moisture-wicking, synthetic layers, and waterproof hiking boots with good traction soles. Remember, in wet conditions cotton loses its ability to retain warmth and as a result is often called the fabric of DEATH. Always carry crampons and an ice axe or trekking poles. Even during the early/late summer season you will encounter patches of snow, snowfield, and ice at higher

elevations.

- 4) Check the weather forecast and trail conditions before you go. The Daily Report (on the Park Intranet), Wilderness Information Center, or backcountry rangers should have the most up to date information on the latest conditions and safety advisories. If the weather is questionable or you're unsure of the avalanche danger and how to determine it, don't take a chance. Be willing to change your plans or postpone your hike for the sake of safety.
 - 5) Don't hike alone. If you must go alone, leave a note with your plans (including projected return time). Tell a friend where you're planning to go and when you plan to be back. Remember to check in with them when you return. Don't forget to get a permit if you're planning to be out overnight. If you're unfamiliar with park regulations, be sure to check those too before you go.
 - 6) If you're on duty, you should never be in the field without a radio. If you're off duty, check to see if there is an extra park radio available for you to use. Take a cell phone if you have one, but don't depend on it because there are many places in the park where it won't work. Be prepared to take care of yourself (and others) in the event of an emergency, including losing your way or getting injured.
- ii) **WHILE YOU'RE OUT THERE**
- 1) Be aware of your surroundings and other hikers. Trust your instincts. Occasionally stop and look back the way you came, especially if you are planning a round-trip rather than a loop hike. The same area can look very different from another direction.
 - 2) Be careful at river and stream crossings. Remember that park waterways are all snow-or glacier-fed so the water is cold and fast moving, often carrying potential objects of injury (rocks, logs and debris) in the current. Glacial streams flow highest in late afternoon.
- c. **CLIMBING SAFETY:** At 14,410 feet, Mount Rainier is considered one of the most difficult endurance climbs in the lower forty-eight states. It is a technical climb in that the ascent requires considerable travel over active glaciers, at high altitude. It is absolutely imperative that anyone contemplating an ascent of Mount Rainier be aware of and accepts all the potential risks associated with the activity of mountain climbing. Even when attempting to climb lesser peaks in the Park, **KNOW WHAT YOU ARE GETTING YOURSELF INTO**. Furthermore, be certain that your climbing partner(s) has experience and equipment that complements yours.
- i) You need to have first hand knowledge of mountaineering techniques, especially those skills specific to snow and ice/glacier climbing. These should include: self and team ice axe arrest, rope team glacier travel, use of crampons, knots and belays, placement of snow anchors, crevasse rescue (several different methods) and wilderness navigation. There are numerous local organizations offering courses in these skills, including: Clubs (The Mountaineers, Mazamas, BoeAlps), Local Colleges (University of Washington, Evergreen State, Pierce College), and Professional Guide Services (Rainier Mountaineering, Inc., American Alpine Institute) Seek them out for the necessary training prior to your climb.
 - ii) Knowledge and training in avalanche forecasting and rescue, as well as first aid certification and experience, is also required for safe travel in the alpine environment. Climbers should also be familiar with the principles of Leave No Trace camping above tree-line.
 - iii) Be well equipped and become familiar with all of your climbing equipment. The list of necessary gear includes, but is not limited to, the following list:
 - 1) Map and Compass
 - 2) Knife
 - 3) Waterproof Matches/Lighter
 - 4) Glacier Glasses with Side Protection and Ski Goggles
 - 5) Sunscreen and Lip Balm
 - 6) First Aid Kit

- 7) Food (extra food for emergencies)
- 8) Water bottles (2, one-quart minimum each)
- 9) Water Purification System (filter and/or iodine tablets)
- 10) Headlamp and Extra Batteries
- 11) Altimeter and/or Global Positioning System (GPS)
- 12) Signaling Device (whistle and/or mirror)
- 13) Boots
- 14) Socks (2 pairs)
- 15) Gloves and Mittens
- 16) Sun Hat, Bandana, Neck Gaiter, Headband
- 17) Down or Synthetic Parka
- 18) Down or Synthetic Sleeping Bag (rated to minus ten degrees)
- 19) Sleeping Pad
- 20) Wool or Synthetic Clothing, Layered
- 21) Waterproof/Breathable Parka
- 22) Waterproof/Breathable Pants or Bibs
- 23) Gaiters, Crampons
- 24) Ice Axe
- 25) Carabineers & Rescue Hardware, Slings, Prusik Slings (3) or Mechanical Ascenders, Chest and Seat Harness.
- 26) Helmet
- 27) Backpack
- 28) Stove, Fuel
- 29) Cook Gear & Eating Utensils
- 30) Tent
- 31) Rope
- 32) Shovel
- 33) Repair Kit
- 34) Wands, Pickets

Equipment-wise, the idea is to be prepared for the worst and hope for the best!

References: Freedom of The Hills, published by The Seattle Mountaineers, this is a popular and valuable reference book of climbing. Glacier Travel & Crevasse Rescue, by Andy Selters, The Challenge of Rainier, by Dee Molenaar; Climbing Mount Rainier-The Essential Guide, by Fred Beckey & Alex Van Steen; Climbing Mount Rainier, by Mike Gauthier. For more details: Check the WebPages at: <http://www.nps.gov/mora/climb/climb.htm>.

d. WILDLIFE ENCOUNTERS:

- i) The best way to avoid unwanted encounters is to be alert, and don't attract or surprise them. Watch for evidence of wildlife such as scat and tracks. Bears commonly rip up logs for insects, and usually leave lots of scat around. Mountain lions cover their scat by raking dirt with their rear feet.
- ii) Keep all food and attractants, including trash, securely stored and inaccessible to wildlife. Food conditioning, where animals associate people with food, is one of the leading causes of human injuries from bears.
- iii) Don't approach wildlife. Wildlife tend to have a "personal space", and if you enter that space they may become aggressive. Watch them from a distance.
- iv) Black bears: If you encounter one, do not run, but back away slowly and leave the area. A defensive bear will appear agitated and will often give visual and vocal warnings like swatting or stomping the ground, exhaling loudly, huffing, snapping teeth, or lowering the head with ears drawn back while facing you. This response may escalate to a charge.
If charged by a black bear:
 - If the bear stops, slowly back away while talking, keeping the bear in view while leaving the area.

- If it continues, act aggressively, shouting and throwing rocks or sticks.
 - If the bear attacks and you have food, distance yourself from the food.
 - If the bear attacks and you do not have food, fight back aggressively. This is likely a predatory attack, and the bear is treating you as prey.
- v) Mountain Lions: Mountain lions (also known as cougars) usually do not like confrontation. If you see one, give it plenty of space so it can get away. Never approach cougar kittens. Leave the area immediately.
- Do not run or turn your back on a lion.
 - Gather children with adults. Quickly pick up and hold small children.
 - Stand in a group with your companions.
 - If the lion moves toward you, wave your arms and make noise. Make yourself look large, intimidating and in control: stand up tall, open your jacket, yell, throw things.
 - Back away slowly while facing the animal.
 - If attacked, fight back aggressively. Stay standing. Hit as hard as possible especially to the head. Use a stick or rock as a weapon. Throw dirt in the eyes. Protect your head and neck.
- vi) Enjoy the park, but don't become a statistic!
- vii) Report all bear and mountain lion sightings to a ranger or enter onto the park's intranet site:
<http://inpmoralosql/WildlifeObservations/>

e. **SELF DEFENSE/SITUATIONAL AWARENESS:**

- i) Situational awareness is being cognizant of (acknowledging) potential dangers in your situation and surroundings at all times. It includes realizing the potential for an encounter with a stranger or a colleague to go bad. Awareness of your surroundings can increase your ability to withstand such an encounter. This awareness combined with expecting the unexpected can make the difference in the outcome. For example, using standard precautions when you work alone or at night can help you to plan for the unexpected encounter. These precautions include having a radio, a whistle and a strong flashlight and being aware of potential escape routes, verbal stall tactics and even changing the order in which you complete your tasks.
- ii) Despite education or life experience that may have led you to presume otherwise, statistics have shown that situational awareness is applicable to both males and females. No matter what your job is working in Mount Rainier National Park places you in contact with the public. As employees we expect our colleagues and the public to extend us the same professional courtesy we extend to them. Unfortunately, that is not always the case. The following bullets illustrate some of the concepts learned in situational awareness. Use them as appropriate.
- iii) General Precautions:
- 1) Trust your instincts. If something doesn't look or feel right, it probably isn't. Check it out if possible, but get some assistance to do so.
 - 2) If you must work or hike alone, ensure that your supervisor, co-workers or housemates know where you're going and when you're planning to return. If you live alone or aren't sure where you'll end up hiking, consider making it a practice to leave a note at your residence or unseen in your vehicle identifying where you are going and when you expect to return (and let someone know that you do this)! When

going into the field, be sure to take a radio. Test it before you leave to be sure it works and bring extra batteries (and your usual ten essentials.)

- 3) Whenever possible, vary your routine. If you can avoid it, don't be a creature of habit. Your predictable routine could make you vulnerable.
- 4) If you are a supervisor, be alert to the possibility of scheduling creating a potentially unsafe work situation for your staff.
- 5) Staff working late should check out with the last person on duty or Dispatch. If working at night, always carry a flashlight and park your vehicle in a well-lit location as close to your work site or building as possible.
- 6) Take advantage of available self-defense and other personal safety training. Know the potential warning signs of an unwelcome encounter or attack. Learn how to recognize them.
- 7) Maintain a level of physical and mental fitness that will enable you to remove yourself from a situation if the need arises.
- 8) Whether you wear a uniform or not, act, and walk with confidence and pride.
- 9) Your professional appearance and demeanor will make you less susceptible to an unwelcome encounter.
- 10) Some of the same concepts we learned as children also apply to situational awareness:
 - a) NEVER tell someone that you're alone. Always act as if there is someone else in the building or nearby area, even if there isn't.
 - b) NEVER get in a vehicle with or leave the area alone with someone no matter how legitimate their claim or threat may seem until you have reported your intentions. Stop to follow the standard practice of reporting in to Dispatch your location and intentions BEFORE following a visitor to an accident scene. If possible get assistance first Attackers often lure their victims to an isolated location with a false report of someone hurt or an accident! Keep your doors and windows secure. Keep your quarters locked, anyone who is supposed to have access should have a key. Don't forget to lock your vehicle too.
- 11) Upon moving to a new job or location:
 - a) Talk to colleagues who have been there longer to see if there are any location concerns, recent incidents, suspicious people or vehicles that you should be aware of.
 - b) Make sure that your doors and windows can be locked. Consider what you would do in emergency situations, including a fire, earthquake, unwelcome encounter, etc.
- 12) Consider different scenarios and your responses, so that if something does happen to you your response may be automatic. Rationally thinking through a situation ahead of time can save you time and some stress.
- 13) Look around your work area and residence to identify safe places as well as potentially unsafe locations (blind corners, poor lighting, potential weapons, etc.). If a situation becomes uncomfortable:
 - a) Don't be afraid to end an unwelcome encounter. Your personal safety is more important than ensuring that you do not offend a visitor.

- b) Call your supervisor or a co-worker to relieve you. Make this call even if there is no one on the other end of the phone. Just acting like someone is there may be enough to scare off unwelcome attention or a potential attacker.
- c) Politely and firmly ask the party to leave or make whatever excuses you can think of to remove yourself from the situation.
- d) Shout; use your radio or a phone to call for help. Knowing who else is on duty and their locations and potential for response ahead of time can help, but don't be dependent on them being in the right place at the right time.
- e) Remember that verbal altercations, if allowed to escalate, can become physical attacks.
- f) Make a lot of noise to attract others, including calling out a co-worker's (or anyone's) name. Fight back!
- g) We expect your experience at Mount Rainier National Park will be pleasant, often exciting, and memorable. This information is provided to increase your situational awareness here and at home. Training in situational awareness and self-defense is offered frequently. Check with your supervisor or the current coordinator for details.

f. PPE (Personal Protective Equipment)

- i) Personal Protective Equipment, or PPE, may include a wide array of devices and garments to protect you from injury. PPE is designed to protect your:
 - 1) EYES
 - 2) AIRWAY & LUNGS
 - 3) FACE
 - 4) HEAD
 - 5) EARS
 - 6) FEET
 - 7) HANDS & ARMS
 - 8) LEGS
 - 9) ENTIRE BODY
- ii) PPE includes such items as Shoe-chains (winter) Sunglasses/sunscreen
 - 1) Goggles
 - 2) Face Shields
 - 3) Safety Glasses
 - 4) Hard Hats
 - 5) Safety Shoes
 - 6) Gloves
 - 7) Chaps
 - 8) Earplugs
 - 9) Vests (class II or greater)

Note: Your supervisor is responsible for assessing the workplace to determine what hazards are present, and which require the use of PPE. Your supervisor will also provide training on the proper use and maintenance of PPE before you are allowed to perform work requiring the use of that PPE. It is your responsibility; however, to inform your supervisor when you believe a job could be done more safely with a change in or addition of PPE.

b. JHA (Job Hazard Analysis) PREPARATION

Job Hazard Analysis is a procedure used to identify hazards in each step of a job or task and to develop measures to eliminate or control each identified hazard. Not all jobs are equally hazardous and not all steps of a hazardous job have the same dangers. To analyze each task or job, there are some basic steps to follow (for

best results, use collective brainstorming with employees who are responsible for doing the job):

- 1) Break the job down into successive steps. Write them down.
- 2) Analyze each step to identify its potential hazards.
- 3) Determine how to guard against, or eliminate each potential hazard. Write it down.
- 4) Ensure your list is complete.
- 5) Develop safe procedures for each step.
- 6) Document the process.
- 7) Use the JHA each time you implement the job.
- 8) Make the JHA a working document. Don't check it off your list and put it on a shelf. Instead, review it, change it and use it each time.
- 9) For more information: A database of existing JHAs is available, check with the Safety Officer.

c. **HANTAVIRUS PRECAUTIONS:**

- i) Hantavirus is a serious, often deadly disease caused by inhalation of aerosolized infected rodent saliva or droppings. Rodents carrying a hanta-virus do not exhibit any apparent illness; nonetheless, they may carry the virus in saliva, urine and feces. Transmission of the virus may occur after only a few minutes of exposure.
- ii) The best way to minimize your risk of infection is by following established airing and cleansing procedures if rodents or their droppings are encountered or suspected in structures. Spraying droppings with a 50 percent bleach solution before wet mopping is effective. Other household disinfectants such as Lysol and 409 have also proven effective. The use of a hepa vacuum will reduce the aerosol of the dust and feces. The vacuums can be picked up at the safety office. Standard environmental hygiene practices include adequate airing (at least 30 minutes) of backcountry structures before entering and systematic sealing of openings greater than one-half inch in structures.
- iii) If you have a concern about potential exposure to hanta-virus in your work or home environment, contact the park Safety Officer or Housing Coordinator. If rodents are entering your park housing or workplace, contact the Housing Coordinator or your supervisor for information in how to proceed.

- d. **PARK RESIDENT SAFETY INFORMATION:** Living in park housing conveys special risks and rewards. Many park residents have added responsibilities, including emergency response to search and rescue (SAR) operations or structural fires. Others are responsible for ensuring that operations within their daily scope of responsibility are maintained in the event of power failures or other events. Residents at Longmire should become familiar with the fire alarm and should gather at the Administration Building porch in the event of a fire or other emergency. The fire alarm is also currently used to signal other emergencies. When a persistent alarm is heard, it may signal some other event, such as a lahar. Residents should be prepared to evacuate with lahar packs in hand uphill as quickly as possible. If evacuation of Longmire is required in other events, systematic procedures discussed in the Mount Rainier Volcanic Hazards Plan would be followed. See your supervisor, Safety Officer or the Chief Ranger for more information.

e. **LIFTING**

Observe the following established procedures and precautions when lifting, carrying, or otherwise handling heavy loads. Remember that the weight, shape, and size of object determine the limits of safe handling. Don't over exert. GET HELP IF NEEDED! Use appropriate or required personal protective equipment (PPE).

- i) Lifting Heavy Loads:
 - 1) Inspect ground or floor area immediately around object for obstacles or possible hazards
 - 2) Inspect route of travel for clearance and tripping hazards
 - 3) Examine object to determine safest way to handle. Check for snags, burrs, splinters, greasy surfaces, etc.
 - 4) Wear protective gloves and safety shoes

- ii) Lifting in a Proper Manner:
 - 1) Make trial lifts to be sure load can be handled safely
 - 2) Stand close to object, with feet solid and slightly apart
 - 3) Assume a crouching position close to load
 - 4) Bend legs at knee
 - 5) Keep back as straight as possible without arching. Leg and arm muscles should do the work
 - 6) Secure a firm grip on object. Lift by straightening legs
 - 7) To shift the load to shoulder height or higher, bend knees. Rest object on a bench or ledge
 - 8) Shift hands and boost
 - 9) Don't twist. Shift feet to turn body
 - 10) Make allowances for fatiguing effects of stairs and ramps
 - 11) Use precautions to avoid bruising or crushing hands and arms in narrow passageways
 - 12) Lower object in same manner in which it was raised in reverse order. Take necessary precautions to keep fingers clear when placing object
- iii) When two or More Persons Lift: (weight greater than 40lb.)
 - 1) Select persons of similar size and strength
 - 2) Station one person at rear to give predetermined signals or orders
 - 3) Carry long objects such as ladders, pipes, and lumber on shoulders on same side. Walk in step
 - 4) Handle packaged articles in boxes by grasping them at opposite top and bottom corners
 - 5) Grasp sacked material by opposite corners
 - 6) Upending full drums is a two-person job
 - 7) When rolling a drum, push hands on center of the barrel
 - 8) Provide help for handling odd-shaped objects if combination of irregularities and weight makes them hazardous for one person

Note: For additional information check the park's intranet site.

f. **SPECIAL GEOLOGIC EVENT OBSERVATION:**

- i) Occasionally, there are subtle warnings of catastrophic events. For instance, in 2001; the Van Trump Debris Flow was preceded by a change in flow density in Van Trump Creek seen at Christine Falls. The creek, which normally is a clear system, ran muddy for a few days prior to the main debris flow. No one reported this irregularity until after the debris flow. Your observations of changes at Mount Rainier may eventually help scientists to predict future geologic, including volcanic, events.
- ii) In addition, there are approximately seven seismic monitoring stations located throughout the park. These can detect rock falls, debris flows and other geologic events. Such events often leave distinct seismic signatures. Your observations of the events they detect can help scientists to better monitor the volcano.
- iii) If you observe a special geologic event, please fill out the form on the following page.

Special Geologic Event Observations

Name of Observer: _____

Contact Information: _____

Several Word Description of Event: _____

Location of Event and Location of Observer: _____

Date of Event _____

Time and Approximate Duration of Event: _____

Weather and light conditions: _____

Longer description of observations: (Please continue description on back)

If possible, describe sound, color, smells, timing, and changes in character of event through time, estimates of size, depth, height, etc. Please be as precise as possible.

Were other observers present? If so, whom? _____

Describe additional recording of event: Video? Still photos? Other written descriptions?

Send completed form to Barbara Samora, Mount Rainier National Park,
55210 238th Ave SE, Ashford, WA 98304, or barbara_samora@nps.gov

Volcanic eruptions produce some of nature's most dynamic displays, but NON-VOLCANIC phenomena bring change continuously. Glaciers, slope-creep and stream flows produce subtle changes to the landscape, while rock fall, landslides, glacial outburst floods (jokulhlaups), debris flows, glacier collapses, snow avalanches, moraine failure, the draining of temporary lakes, and floods are more readily observable as spectacular short-lived events. Your observations of these events aid scientists and officials, who are developing a chronology of events as they seek greater understanding of geologic change. Your remarks about exceptional changes to stream conditions and thermal features may be of interest, also. We thank you in advance, for completing and forwarding this form.

11. RECOMMENDED SAFETY TRAINING (See Safety Intranet for Schedule):

- a. Fire Extinguisher: Conducted at Summer All-Park Safety Meeting (another OSHA mandated training)
- b. Situational Awareness/Self Defense: Winter and Summer sessions
- c. First Aid/CPR: Multiple sessions throughout the year
- d. Blood-borne Pathogens: Annually
- e. Avalanche Awareness: Winter
- f. Defensive Driving: Summer
- g. Winter Driving: Determined by Ice Pan Conditions
- h. Hazard Communications: Required for all new and seasonal employees. Also required when a new hazardous material is introduced to the workplace. Annual refresher should be conducted at the time of required annual inventory (contact Supervisor and read the park's Hazard Communication Program)
- i. Radio Communications: Annually. Training materials located within Safety Intranet. Strongly recommended for all park radio users.

Note: Check the Intranet Safety Calendar and Safety Training Calendar for other safety events!

12. SAFETY FORMS

a. Safety Awards – Nomination Form:

Criteria for nominating a person for the Individual Safety Award: An employee who has made a significant contribution to creating a safer workplace for MORA employees. Examples include someone who recognizes dangerous situations and acts on it to the benefit of a safe working environment; someone who has shown significant dedication towards safety and safe working practices; someone who communicates safety effectively to others; someone who impresses you because of their safety attitude. (Award is a Certificate, \$200 Award and All Park Recognition.)

I nominate _____ for the ANNUAL **INDIVIDUAL SAFETY AWARD** for the following reasons:

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Criteria for nominating a person for the Safety Training Award: An employee who has provided particularly effective safety training that has resulted in significant improvements in safe working practices and attitudes. (Award is a Certificate, \$200 Award and All Park Recognition.)

I nominate \_\_\_\_\_ for the **SAFETY TRAINING AWARD** for the following reasons:

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Criteria for nominating a group for the division / work unit Award: A workgroup that has shown exemplary leadership in helping to create a safe environment for park employees and visitors. (Award is rotating plaque for Division or Work Unit, Certificate and Small Gift for each member of the Unit or Group and All Park Recognition.)

I nominate _____ for the **DIVISION / WORK UNIT AWARD** for the following reasons:

Submitted by: _____

Date: _____

d. Safety Orientation & Certification Checklists (Print and return to Safety Officer):

- 1) Mandatory Items (As developed by the park Safety Committee)
 - NPS Risk Management Service-wide Goals
 - All Employee Safety Meetings
 - Mount Rainier National Park Safety Committee Mission and Representatives
 - Safety Action Plans
 - Job Hazard/Safety Analyses (including Tailgate Safety Sessions, Visitor Safety)
 - Locations of Safety Bulletin Boards
 - Staff Safety Meetings
 - Emergency Preparedness
 - Geologic/Volcanic Hazards Evacuation Routes from Primary Work Areas
 - Avalanche Hazards
 - Back Injury Prevention
 - Slips, trips and falls
 - Employee Accountability for Safety
 - Employee Responsibility for Reporting Accidents or Near-misses
 - Personal Protective Equipment needed and How to Use It (If issued, complete Section V below)
 - Recycling Procedures/Disposal of Batteries
 - Procedure to follow when encountering unmitigated safety hazards
 - Vehicle safety (use of seatbelts, backing accident prevention, operation, winter driving)
 - Ten Essentials and Leave No Trace Principles
 - Phone Communications (location of emergency assistance numbers)
 - Radio Communications (emergency/non-emergency and especially winter driving from Longmire to Paradise)
 - Emergency response participation (fire crew, rescues, etc.)
 - Wellness Program
 - Optional 15-minute walk
 - Tour of primary work area, noting locations of fire extinguishers, first aid kits, fire exits, hazardous spill response kits, PPE, MSDS book, JHA book, and Office Orders.

- 2) Discuss the following as applicable to employee's job
 - Electrical safety (GFCIs, entering wet locations, overloaded circuits/fixtures)
 - Blood-borne Pathogens and Universal Precautions
 - Hantavirus Precautions
 - Asbestos Awareness
 - Lead Awareness
 - Chainsaw Safety Program
 - Hearing Conservation Program
 - Respiratory Protection Program
 - Hazardous Communication (Material Safety Data Sheets, Hazardous Materials Information System labeling)
 - Oil/Hazardous Spill Response Plan
 - Make arrangements for First Aid/CPR/Fire Training
 - Other (Please list):

3) Medical Exams Required (List dates)

- a) _____ Audiogram
- b) _____ Respiratory Medical Clearance
- c) _____ Respiratory Fit Test
- d) _____ Hepatitis B/Antigen/Titer
- e) _____ Tetanus (Wastewater Treatment Plant Operators)
- f) _____ Asbestos
- g) _____ Lead Baseline
- h) _____ Physical (Fire or Basic)
- i) _____ Wellness (Optional)
- j) Other (Please list)

4) Personal Protective Equipment (PPE) Issued and/or Required (List dates)

- a) _____ Foot Protection
- b) _____ Arm/Hand Protection
- c) _____ Eye Protection
- d) _____ Hearing Protection
- e) _____ Respiratory Protection
- f) _____ Head Protection
- g) _____ Personal Flotation Device
- h) _____ Industrial Fall Protection
- i) _____ Avalanche Transceiver
- j) _____ Radio
- k) _____ Shoechains
- l) Other (Please list):

5) Formal Safety Training (Supervisors identify Dates)

- a) _____ Asbestos Awareness
- b) _____ Avalanche Hazards
- c) _____ Back Injury
- d) _____ Blood-borne Pathogens
- e) _____ Chainsaw
- f) _____ Confined Space
- g) _____ Defensive Driving
- h) _____ *Fire Extinguisher
- i) _____ *Hantavirus
- j) _____ Hazard Communication
- k) _____ Hearing Conservation
- l) _____ Lead Awareness
- m) _____ *Lock-out/Tag-out

- n) _____ Respirator
 Note: * denotes training required for all permanent employees
 o) Other (Please list):

15 Cont: _____

- 6) Licenses and Certifications Held or Required (Supervisors asterisk if required and check if held. Also note expiration dates.)

<u>License or Certification</u>	<u>Required</u>	<u>Expiration Date</u>
Blasting	_____	_____
CPR	_____	_____
Chainsaw	_____	_____
Commercial Driver's License	_____	_____
Driver's license	_____	_____
EMT	_____	_____
First Aid	_____	_____
Hazardous Materials Response	_____	_____
Red Card	_____	_____

- 7) Identify additional common hazards associated with present duties.

EMPLOYEE ACKNOWLEDGEMENT

I have discussed safety requirements, training and reporting procedures as they pertain to my duties of employment with Mount Rainier National Park.

Employee's Signature

Date

I have discussed safety requirements, training and reporting procedures applicable to employee's duties of employment with Mount Rainier National Park.

Supervisor's Signature

Date

cc: Division Chief, Employee, Safety Officer

In Case of Emergency: MORA

1. You are the first on the scene of an emergency.
 - a. Assess Scene Safety. What will be needed to render assistance?
 - b. Contact Dispatch or 9-1-1. Advise Where, What, Who, How many, Current situation.
 - c. Stay with the scene. Await further instruction or furnish updated information.
 - d. Provide whatever assistance you may be able to give. Provide status to arriving response teams and assist as requested.

2. An emergency is reported to you. . .
 - a. Obtain essential information: Where, What, Who, How many, When, Current situation
 - b. Relay this information to Dispatch / 9-1-1
 - c. Do not let Reporting Party leave until Ranger approves it. Obtain name, address, contact number for RP.
 - d. Assist RP in rendering assistance only after calling in your intention to Comm Ctr.

3. Emergency Phone Numbers:
 - a. Dispatch (Comm. Center).....Radio or 360-569-2211 ext.2334 or 6230.
 - b. General Emergencies.....9 – 1 – 1
 - c. “9” Line360-569-2211, ext. 9, press 1, then enter pass code (for recorded emergency employee information).

14. Internal/External Links: (subject to change without notice)

<u>Mount Rainier Safety Intranet</u>	<u>Pacific West Region Safety Web Page</u>
<u>Mount Rainier Safety & Wellness Calendar</u>	<u>Region - Safety & Health (When Bad Things Happen)</u>
<u>Mount Rainier Safety Policies</u>	<u>OSHA Safety and Health Topics</u>
<u>Mount Rainier Safety Forms</u>	<u>Safety Management Information System</u>
<u>Mount Rainier Safety Committee Meeting Notes</u>	<u>State of Washington Emergency Management Division</u>
<u>Mount Rainier Management Team Walkabouts</u>	<u>Pierce Co. Emergency Management - Disaster Supplies Kit</u>



Produced by the
Mount Rainier National Park Safety Committee

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