S&Z Sheetmetal

# Safety Focused

October 2026



THE CINCINNATI INSURANCE COMPANIES

## Situational Awareness and Safety

Situational awareness is the ability to detect hazards or predict those yet to occur based on the surrounding environment and the work activity within it. Being mindful of the hazards around you can prevent them from becoming an incident.

Follow these safety tips to improve situational awareness and safety in your workplace:

- **Remember the acronym SLAM.** This includes:
  - **Stop**—Take a moment to assess the task at hand and what you are about to do.
  - **Look**—Scan your surroundings for potential hazards (e.g., blind spots, wet floors, unguarded moving parts, etc.).
  - **Analyze**—Consider the identified risks and confirm that you have the appropriate controls in place (e.g., tools, training and personal protective equipment).
  - **Manage**—Mitigate hazards by implementing controls before continuing the work task.
- **Come to work well-rested.** Fatigue can reduce awareness, narrow your field of attention and slow your response time to potential hazards.
- **Assess your surroundings.** This applies not only at the beginning of your shift but throughout the shift as conditions or tasks change.
- **Be mindful of your senses.** Pay attention to changes in your environment or anything that seems unusual. Changes can include unusual sounds, smells, vibrations, eye-catching hazards or sharp temperature changes.
- **Don't make assumptions.** Unverified assumptions, such as assuming equipment has been inspected or locked out, that coworkers are aware of your presence, or that an area is clear despite blind spots, can cause incidents. Always communicate and verify safe conditions before proceeding.
- **Know your emergency plans.** Locate your emergency exits and equipment before you need them. This may include fire extinguishers, eyewash stations, and a first-aid kit.
- **Stop working if you are distracted.** If you are too distracted to perform a work task safely, it's best to take a moment to refocus. Lacking focus may result in damage to work materials, incorrect task performance or injury.
- **Identify and report near misses.** Near-miss reporting is a key element of a proactive safety culture and can prevent future incidents from causing serious injuries.

Remember to come to work alert and prepared for the day, and to keep your senses focused on the task at hand. Maintaining awareness is one of the best defenses for identifying and mitigating hazards before they cause incidents.

Contact your supervisor for additional workplace safety resources.

This document is for general informational purposes only and is not intended as medical or legal advice. © 2026 Zywave, Inc. All rights reserved.

# The Importance of Good Housekeeping

Good housekeeping is one of the simplest ways to prevent injuries at work. A clean, organized space is a core part of occupational safety. Clutter, spills and poor organization create hazards that lead to slips, falls, fires and other incidents. Making housekeeping a daily habit protects you and your coworkers.

**Workplace housekeeping refers to the ongoing process of keeping work areas clean, organized and free of hazards. This includes managing how materials are stored, how walkways and workstations are kept clear, how waste and scrap are handled, and how spills and other hazards are addressed as soon as they occur.**

### Benefits of Workplace Housekeeping

Effective housekeeping is not a one-time task completed at the end of a shift. It is a continuous effort that is built into the way work gets done every day. Maintaining a clean and organized workspace offers several benefits, including:

- Fewer slips, trips and falls
- Reduced fire hazards
- Easier access to emergency exits, equipment and supplies
- Lower risk of chemical exposure or spills
- Improved morale and productivity
- A more professional appearance for visitors

### Housekeeping Best Practices

Implement the following tips to help keep your workplace clean and safe:

- Clean up spills immediately and place warning signs near wet areas.
- Keep aisles, walkways and exits clear of tools, cords, boxes and other obstructions.
- Ensure that posted signage and floor decals remain visible and legible.
- Return tools and materials to their designated storage area after use.
- Dispose of scrap materials, packaging and trash regularly. Do not let it pile up.
- Store flammable or combustible materials away from heat sources and in approved containers.
- Keep your work area organized throughout your shift, not just at the end of the day.
- Report damaged equipment, broken flooring or other hazards to your supervisor right away.
- Wipe down and organize shared spaces, such as break rooms and tool cribs, after use.

In addition to these best practices, be sure to never:

- Leave tools, cords or materials in walkways or work areas.
- Block fire extinguishers, exits, electrical panels or emergency equipment.
- Stack materials in a way that blocks sprinklers or creates a falling hazard.
- Store material against heaters, gas lines or piping.
- Wait until the end of a shift to clean up. Address messes as they happen.
- Ignore small spills or clutter because they seem minor. Small hazards can lead to serious injuries.

### Make It a Habit

Good housekeeping is a shared responsibility. Taking a few extra minutes to clean up and stay organized can prevent an injury before it happens. Make housekeeping part of your daily routine, and speak up if you notice a hazard that needs attention.

Reach out to your supervisor for specific housekeeping guidelines.

# Live Well

October 2026

**Provided by The Cincinnati Insurance Companies**

## Have a Fun and Safe Halloween



Whether you're trick-or-treating, attending a costume party or visiting a haunted house, safety should be a top priority on Halloween. Remember these tips:

- **Check treats.** Always inspect any candy before you or your children eat it.
- **Dress appropriately.** Choose brightly colored or luminescent costumes for added visibility, and add layers if cold temperatures are expected.
- **Avoid candles.** Use battery-operated lighting or glow sticks to illuminate jack-o'-lanterns rather than real candles.
- **Travel safely.** Use crosswalks, stick to well-lit streets and, if planning to consume alcohol, make a plan to get home without having to drive.

Contact us for more seasonal health and safety tips.

## 5 Key Cybersecurity Tips for Daily Life

The internet has become an integral part of daily life. But online shopping, social media, remote work and streaming television and movies can all involve significant cybersecurity concerns. In recognition of Cybersecurity Awareness Month, try to remember these strategies:

1. **Use strong and varied passwords.** Avoid using simple combinations or common phrases as passwords. Create unique passwords for each account and service.
2. **Set up multifactor authentication.** Add an extra layer of cybersecurity beyond your passwords by requiring services to verify your identity with an app code or security key before you can log in.
3. **Understand common scams.** Be on the lookout for phishing emails and ransomware attacks. Never click on links or download attachments sent by unknown parties. Even if you think you recognize the sender, verify their identity before taking any action.
4. **Keep software updated**. Set your phone, computer and tablet to automatically update, as these patches often include key cybersecurity measures.
5. **Be careful in public**. Never leave devices unattended or unlocked while in public. Avoid using unknown or public Wi-Fi networks.

To learn more about Cybersecurity Awareness Month or for additional resources, contact The Cincinnati Insurance Companies today.

This newsletter is for informational purposes only and should not be construed as medical advice.
© 2026 Zywave, Inc. All rights reserved.



# Live Well, Work Well

October 2026

## What to Know About This Year's Flu Season

In the United States, influenza (flu) season lasts from October through May, with peak flu activity between December and March. What's more, flu season in the Southern Hemisphere often indicates what's to come in the United States. The 2026 season was notably milder than 2025's record-breaking outbreak, with case counts about half as high. However, experts caution that a mild start doesn't guarantee a mild finish, so vaccination remains the most effective way to prevent flu, especially severe disease and hospitalization.

**The U.S. Centers for Disease Control and Prevention (CDC) estimates that the flu caused between 9.4 million and 51 million illnesses annually between 2010 and 2025.**

### How to Stay Healthy

The flu can cause serious complications for people of any age, but children and older adults are especially vulnerable. To help keep your household healthy this flu season, consider these tips:

- Get the flu vaccine. Being vaccinated against the flu is your best chance of preventing the illness. The CDC recommends that anyone 6 months and older get a flu shot every year.
- Avoid close contact with people who are sick, and stay away from others when you feel unwell. Because flu, cold and COVID-19 symptoms are similar, doctors say it's best to get tested to know what you have.
- Wash your hands often using soap and warm water to protect against germs. If soap and water are unavailable, use an alcohol-based hand sanitizer.
- Cover your mouth and nose. Cough or sneeze into a tissue or your elbow, and dispose of tissues immediately.
- Get seven to nine hours of quality sleep each night to boost your immune system.
- Exercise regularly to strengthen your body and make it more resilient against infections, including the flu.
- Stay hydrated and eat a nutritious diet rich in whole grains, lean proteins, fruits, vegetables and fiber.

Experts recommend getting vaccinated against the flu by the end of October, so don't delay. Contact your doctor to learn more about vaccines.

This article is intended for informational purposes only and is not intended to be exhaustive, nor should any discussion or opinions be construed as professional advice. Readers should contact a health professional for appropriate advice. © 2026 Zywave, Inc. All rights reserved.

# How Your Body Reacts to Daylight Saving Time

Most of the United States shifts between standard and daylight saving time (DST) each year in an effort to "save" natural light. Clocks will be set back one hour on Sunday, Nov. 1, when the DST period ends. Although you may be excited about gaining another hour in your day, even a one-hour shift can throw off the body's internal timing system for days or longer.

Your circadian rhythm, the body's 24-hour internal clock, coordinates more than sleep. It times the release of melatonin and cortisol, hormones that govern when you feel sleepy and when you feel alert, and it also influences digestion, body temperature and immune function. When clocks shift, that internal cycle briefly falls out of sync with the external light-dark cycle it relies on to reset itself. The result can include daytime fatigue, slower reaction time and impaired focus and judgment. The earlier onset of evening darkness that comes with the time change can also affect mood, as reduced light exposure can lower serotonin activity.

If your area follows DST, consider these tips to help adjust to the time change:

- Exercise in the morning to increase your wakefulness and reset your internal clock.
- Prioritize daylight exposure, particularly in the morning, to help realign your circadian rhythm with the new schedule.
- Keep a regular sleep routine and aim for seven to nine hours of sleep each night. Try to avoid the temptation to oversleep, as it can also disrupt your circadian rhythm.
- Remove sleep disturbances (e.g., alcohol, caffeine and blue light exposure) a couple of hours before bedtime.

Health experts recommend using the bonus hour for sleep. To make the DST transition easier, try going to bed 15 to 20 minutes earlier in the days leading up to it to help your body adjust. If you have any concerns, talk to your health care provider.

# Does Sweating Burn Calories?

Sweat is a cooling mechanism, not a calorie-burning one. When physical activity raises core temperature, sweat glands respond by releasing fluid that evaporates and pulls heat away from the body. That process itself uses very little energy. The calories burned during a workout come from muscle activity, so a wet shirt is not a sign of a strong session.

**How much a person sweats depends on factors unrelated to effort, including genetics, body size, hormones, hydration, fitness level, and the surrounding temperature and humidity.**

Because of this, a well-conditioned exerciser may sweat heavily during a moderate session while someone less fit sweats very little during a harder one, even though calorie burn does not track the same way. This also explains why sauna sessions, hot yoga and other heated activities don't necessarily translate into greater fat loss. Any quick drop on the scale afterward is almost always water weight, which returns once fluids are replaced.

Rather than tracking sweat, better signals of real progress include steady changes in strength, endurance and body composition over time, along with sustainable habits like regular movement, adequate sleep and consistent nutrition. Talk to a health care professional for additional guidance.