

SAFETY CATALOGUE

ACCIDENT INVESTIGATION

"Accidents will happen." We have all heard that statement before. Unfortunately, sometimes it is true. In spite of our best efforts, things occasionally do go wrong. While many accidents seem to happen for obvious reasons, there may be things that contribute to an accident which are not always apparent. That is why it is vital to conduct a thorough Accident Investigation. The training program *Accident Investigation* shows employees steps that are taken in an Accident Investigation, and highlights how important it is for employees to fully cooperate with any inquiry. It also points out that while an investigation's focus is to determine the cause of an accident, the overall goal is to prevent similar accidents from happening again. Areas covered in the program include:

- The goals of an accident investigation
- Securing an accident scene
- "Root-cause" analysis
- The importance of investigative interviews
- Assisting in an accident investigation
- The importance of warning signs in accident prevention
- Reporting the "near misses"
- The role of policies, equipment and training on accident prevention

LENGTH: 13 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

ASBESTOS AWARENESS

For many years Asbestos was commonly used in ceiling tiles, flooring, wall and pipe insulation, and other building materials. Because Asbestos is still commonly found in older structures, the "Occupational Exposure to Asbestos" regulation applies to any worker who may be exposed to this material, including custodial, janitorial and maintenance personnel. The training program *Asbestos Awareness* has been created specifically to educate employees about the dangers of working with materials that may contain Asbestos. Areas covered in the program include:

- The hazards of Asbestos
- The composition and nature of Asbestos
- The types of materials that may contain Asbestos, and where they are encountered
- Limiting exposure to Asbestos
- How to protect yourself when disturbing a material that may contain Asbestos
- Special considerations such as air monitoring and decontamination

LENGTH: 14 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

BACK SAFETY (REVISED)

For many employees, back injuries are something that "happens to the other person... not me." Yet four out of five people will have some type of back problems during their lives. Back injuries are frequently caused by common activities experienced both on and off the job... such as lifting, climbing, reaching, etc. The training program *Back Safety* emphasizes the importance of overall back care, both on and off the job, including exercises and weight control. Areas covered in the program include:

- How the back works
- Common types and causes of back injuries
- Effects of back injuries
- Injury prevention and safety practices
- Proper lifting techniques
- and more

LENGTH: 21 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

Marlin Westwood Training

2624 Dunwin Drive, Units 9 & 10, Mississauga, ON L5L 3T5

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SAFETY CATALOGUE

BLOODBORNE PATHOGENS IN COMMERCIAL AND LIGHT INDUSTRIAL FACILITIES

Bloodborne diseases are a serious concern in North America. "Hepatitis B" infects over 70,000 people annually, and has over one million "carriers." The HIV virus, which usually leads to AIDS, currently infects over one million people. Because of the increasing problems with these diseases, it is important to look at how to prevent them in the workplace. The program addresses:

- Epidemiology and symptoms of bloodborne diseases
- Modes by which bloodborne disease is transmitted
- The Exposure Control Plan
- Recognition of exposure situations
- Practices to prevent exposure
- HBV vaccine
- Emergency procedures
- Signs and labels
- Selection and use of personal protective equipment

LENGTH: 24 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

BLOODBORNE PATHOGENS IN HEALTHCARE FACILITIES

Bloodborne diseases are a serious concern in North America, especially in healthcare facilities. "Hepatitis B" infects over 70,000 people annually, and has over one million "carriers" in the country. The HIV virus, which usually leads to AIDS, currently infects over one million people.

The training program *Bloodborne Pathogens in Healthcare Facilities...* addresses the following areas:

- Epidemiology and symptoms of bloodborne diseases
- Modes by which bloodborne disease is transmitted
- The Exposure Control Plan
- Recognition of exposure situations
- Practices to prevent exposure
- HBV vaccine
- Emergency procedures
- Signs and labels
- Selection and use of personal protective equipment

LENGTH: 26 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

COMPRESSED GAS CYLINDERS

In today's work environments, Compressed Gas is used for many things... refrigeration... welding... heating... and a number of other functions. Compressed Gases can be dangerous, and employees who work with them need to know how to handle them properly. The videotape includes information on:

- Hazards Associated with Compressed Gases
- Moving and Transporting Cylinders Safely
- Positioning Cylinders Properly
- Proper "Hook-up" Procedures
- Safe Storage Practices
- Storage "Incompatibilities"

LENGTH: 12 min.

PRODUCER: MARCOM GROUP, LTD

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SAFETY CATALOGUE

COMPUTER WORKSTATION SAFETY

Today much of the work we do involves computers, whether it's in the warehouse or in an office environment. And just like any other type of equipment, we need to know what potential problems may be involved in working with computers as well as how to use computers safely. The videotape includes information on:

- Organization of Work Materials
- Maintaining "Neutral" Positions and Positioning The Back and Torso
- Avoiding and Relieving Eyestrain and Muscle Strains
- Tension and Stress Reducing Exercises

LENGTH: 21 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

CONFINED SPACE ENTRY

Hazardous materials and waste are part of many work situations, and can be found on many types of job sites. It is important for employees to know how to recognize these potentially dangerous substances (as well as how to handle and dispose of them properly). The training program *Confined Space Entry* helps employees understand how to reduce or eliminate potential exposure to hazardous materials in confined space work environments. Areas in the program include:

- Definitions of confined spaces
- Hazards encountered in confined spaces
- Duties and responsibilities of the entry team
- Atmospheric testing
- Protecting entrants in hazardous atmospheres
- The use of lifelines in rescue operations

LENGTH: 21 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

CONFLICT RESOLUTION IN INDUSTRIAL FACILITIES

CONFLICT RESOLUTION

Conflict in the workplace is inevitable. While some conflict can be healthy, it is often an indication that there is something wrong. Conflict is frequently a "call to action". The good news about conflict is that it is usually based on "caring". The more someone defends their point of view in an argument, the more they care. But if conflict is allowed to fester and grow without a resolution, it can lead to serious problems such as threats and even physical violence. The effectiveness of an entire organization can be harmed if conflict is allowed to escalate. This program covers techniques and strategies that can be used to limit the damage and disruption conflict can cause in the workplace. It shows that when difficult situations are dealt with in a calm and unemotional way, compromise and collaboration are possible.

Topics covered in this program include:

- The consequences of conflict and how it can disrupt the workplace.
- The common causes of workplace conflict and how to recognize them.
- Diffusing disagreements before they get out of hand.
- The damage that escalating conflict and violence can do to an organization.

LENGTH: 17 min.

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SAFETY CATALOGUE

CONFLICT RESOLUTION IN THE OFFICE

CONFLICT RESOLUTION

Conflict in the workplace is inevitable. While some conflict can be healthy, it is often an indication that there is something wrong. Conflict is frequently a "call to action". The good news about conflict is that it is usually based on "caring". The more someone defends their point of view in an argument, the more they care. But if conflict is allowed to fester and grow without a resolution, it can lead to serious problems such as threats and even physical violence. The effectiveness of an entire organization can be harmed if conflict is allowed to escalate. This program covers techniques and strategies that can be used to limit the damage and disruption conflict can cause in the workplace. It shows that when difficult situations are dealt with in a calm and unemotional way, compromise and collaboration are possible.

Topics covered in this program include:

- The consequences of conflict and how it can disrupt the workplace.
- The common causes of workplace conflict and how to recognize them.
- Diffusing disagreements before they get out of hand.
- The damage that escalating conflict and violence can do to an organization.

LENGTH: 15 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

CRANE SAFETY

While there are many different types of cranes, they all have the ability to make many jobs much easier by lifting enormous weight. But they also share the potential for disaster when they are not operated safely. Crane-related accidents can often be deadly, due to the cumbersome and heavy loads that are lifted. A small miscalculation, or a brief moment of inattention, and tragedy could strike. The videotape includes information on:

- Physical and Mental Preparation, and Hazard Assessment
- Equipment Inspection, Standard Safety Devices, Crane Operations, and Hand Signals
- Boom, Jib and Overhead Cranes

LENGTH: 17 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

DEALING WITH DRUGS AND ALCOHOL ABUSE... FOR EMPLOYEES

DEALING WITH DRUGS AND ALCOHOL ABUSE

Substance abuse is a huge, worldwide problem. In North America alone there are over 50 million binge drinkers, 17 million illegal drug users and almost 15 million people who abuse prescription medications. Most substance abusers have jobs. In fact, it is estimated that one out of every ten workers has a substance abuse problem. An employee with an alcohol or drug problem can decrease productivity, create a hostile work environment and damage a company's good name. Worst of all, the actions of a worker who is "under the influence" can completely undermine a company's efforts to keep people safe.

This program discusses the various types of substance abuse that are found in the workplace, how they can affect an employee's work situation and what employees themselves can do to help keep their workplace drug and alcohol free. This program includes information on:

- How substances are typically abused by employees
- Alcohol and other depressants, and their effects
- Stimulants, narcotics and hallucinogens, and their effects
- How people get "hooked" on drugs and alcohol
- Drug dependency
- Alcohol and drug policies
- Helping employees overcome substance abuse

LENGTH: 19 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

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DEALING WITH DRUGS AND ALCOHOL ABUSE... FOR MANAGERS AND SUPERVISORS

DEALING WITH DRUGS AND ALCOHOL ABUSE

Substance abuse is a huge, worldwide problem. In North America alone there are over 50 million binge drinkers, 17 million illegal drug users and almost 15 million people who abuse prescription medications. Most substance abusers have jobs. In fact, it is estimated that one out of every ten workers has a substance abuse problem. An employee with an alcohol or drug problem can decrease productivity, create a hostile work environment and damage a company's good name. Worst of all, the actions of a worker who is "under the influence" can completely undermine a company's efforts to keep people safe.

This program discusses the various forms of substance abuse that are typically found in the workplace, how managers and supervisors can detect substance abuse problems, and what they should... and shouldn't... do if they discover a worker with a substance abuse problem. This program includes information on:

- How substance abuse can affect a workplace
- Laws and regulations related to substance abuse
- How to help create an alcohol and drug-free workplace
- The role of education and testing in preventing substance abuse
- Recognizing on-the-job substance abuse
- How to handle substance abuse situations
- and more

LENGTH: 19 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

DEALING WITH HAZARDOUS SPILLS

Hazardous materials are a part of many work situations. They can be found in many different types of facilities and on many job sites... from manufacturing and construction to retail and office environments. Some organizations have to deal with hazardous materials as part of their daily business, and have detailed plans and highly trained workers to handle a sudden spill. But other facilities only have to handle these materials infrequently, and may not have given much thought to what must be done in case of a spill. The training program *Dealing with Hazardous Spills* is designed to help employees who seldom have to face the dangers of a hazardous spill deal with a cleanup situation. Areas covered in the program include:

- The Hazard Communication Plan
- The Emergency Response Plan
- Initial spill response
- Spill containment
- Instruments used to identify chemicals involved in a spill
- Additional hazards of a spill site

LENGTH: 23 min.

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DRIVING SAFETY

Most employees travel the roads every day... in cars, vans or trucks... many of them on company business. Each year, traffic accidents claim over 30,000 lives and cause more than a million serious injuries. In fact, motor vehicle crashes are the number one cause of death on the job. The training program *Driving Safety* provides the information employees need to drive cars, vans and small trucks safely, both on and off the job. Areas covered in the program include:

- Inspecting the vehicle
- Adjusting seats, mirrors and other equipment
- Wearing seatbelts
- Mental preparation and concentration
- Creating a "safety cushion" around your vehicle
- Passing another vehicle
- Driving at night
- Adverse weather conditions, skidding and hydroplaning
- What to do in case of an accident

LENGTH: 16 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

ELECTRICAL SAFETY

Electricity is all around us. It lights up our homes... powers much of the machinery and equipment that we use... and runs many of our tools. We are so used to it that most employees "take it for granted". Yet electricity can also be dangerous. Employees need to know how electricity works, and what they should do to protect themselves from its hazards. The videotape includes information on:

- How Electricity Works
- Fuses, Circuit Breakers, Grounding, GFI's, Outlets, Plugs and Extension Cords
- Safe Work Practices and Working with Electrical Equipment
- Using Ladders Around Electricity and Electrical Emergencies

LENGTH: 15 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

ELECTRICAL SAFETY IN THE LABORATORY

LABORATORY SAFETY SERIES

Today, laboratories rely on a vast array of electrically powered equipment. To work safely with this equipment, employees need to understand how electricity works, be aware of common electrical hazards and know how to use electricity safely. The training program *Electrical Safety in the Laboratory* emphasizes the need for safety when using electricity, and discusses how to reduce the potential for accidents involving electrical shock, fire and explosions. Areas covered in the program include:

- How electricity works
- Common electrical hazards
- Fuses, circuit breakers and grounding
- Using and maintaining electrical equipment
- Accidents and emergency procedures

LENGTH: 12 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

EYE SAFETY (REVISED)

Most employees take healthy eyes for granted. But our eyes are really very fragile, and statistics show that eye injuries occur frequently in the workplace. This program on eye safety shows how many eye problems are caused by not paying attention to the work employees are doing, or not wearing the appropriate protective equipment. It reminds employees that eye injuries can easily happen to them and shows them how to prevent these injuries. Topics covered in this program include:

- Physiology of the eye and how it functions
- Common eye injuries and how they are caused
- Short and long term effects of eye injuries
- Eye care and safety practices
- Selecting and using appropriate personal protective equipment

LENGTH: 15 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

FALL PROTECTION

After traffic accidents, falls are the second leading cause of death each year. Over 10,000 people are killed every year as a result of falls and 200,000 to 300,000 people are disabled. Eighty-five percent of all falls that occur on the job result in lost work time. The videotape includes information on:

- The Seriousness of Fall Hazards and Environments Where They May Occur
- The "Fall Protection Plan" and The Importance of Housekeeping in Preventing Falls
- Concentrating and Keeping a Clear Head
- Measures That Can Be Taken to Protect Against Falls, Including Proper PPE

LENGTH: 12 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

FIRE PREVENTION AND SAFETY IN INDUSTRIAL FACILITIES

Among all the safety problems an employee can encounter, fire can be the most frightening. Every year industrial fires cause hundreds of millions of dollars in damage and result in hundreds of employee injuries, a number of which are fatal. Yet many employees do not realize how their own actions can contribute to the risk of fire.

The videotape includes information on:

- Common Causes of Industrial Fires And How To Prevent Them
- The Concept of "Flashpoint", "Classes" of Fires, and Fire Extinguishers
- Handling Flammable Materials, Evacuation, and First Aid

LENGTH: 22 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

FIRE PREVENTION IN HEALTHCARE FACILITIES

Among all the safety problems an employee can encounter, fire can be the most frightening. Every year fires in healthcare facilities cause millions of dollars in damage and result in hundreds of injuries, a number of which are fatal. Yet many employees do not realize how their own actions, or inactions, can contribute to the risk of fire. The training program *Fire Prevention in Healthcare Facilities*, looks at how fires start, reviews steps that can be taken to help prevent fires and discusses what employees should do in case of a fire emergency. Areas covered in the program include:

- Common causes of fires in healthcare facilities
- Preventing fires
- The concept of "flashpoint"
- "Classes" of fires
- Handling flammable materials
- Evacuation and other employee responsibilities
- Assisting patients during an emergency

LENGTH: 20 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

FIRE PREVENTION IN THE OFFICE

Among all the safety problems an employee can encounter, fire can be the most frightening. Every year industrial fires cause hundreds of millions of dollars in damage and result in hundreds of employee injuries, a number of which are fatal. Yet many employees do not realize how their own actions can contribute to the risk of fire. The program includes information on:

- Common Causes of Office Fires and How To Prevent Them
- The Concept of "Flashpoint", "Classes" of Fires, and Fire Extinguishers
- Handling Flammable Materials and Evacuation
- First Aid and Other Employee Responsibilities

LENGTH: 17 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

FIRST AID (REVISED)

In most facilities, not a day goes by without some type of injury occurring. It can be as serious as a chemical burn or as minor as a small cut. But any injury can be painful, and affect an employee's work performance... as well as their activities off the job.

The program includes information on:

- Cuts and Bleeding
- Muscle Pulls, Sprains and Broken Bones
- Burns and Shock
- Artificial Respiration and CPR

LENGTH: 16 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

FLAMMABLES AND EXPLOSIVES

LABORATORY SAFETY SERIES

Flammables and explosives are some of the most dangerous materials used in a laboratory. When working with these substances, employees need to know their characteristics, as well as how to prevent accidents and injuries when using them. The training program *Flammables and Explosives* discusses the nature of flammable and explosive materials, as well as hazards associated with their use. It also reviews the proper handling procedures and personal protective equipment that should be used when working with these substances. Areas covered in the program include:

- Definitions of flammables and explosives
- Conditions that can create hazards
- The role of ventilation in preventing problems
- Transporting flammables and explosives
- Storage considerations
- Using compressed gases
- Emergency planning
- Disposal

LENGTH: 11 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

FORKLIFT/POWERED INDUSTRIAL TRUCK SAFETY

Forklifts and other powered industrial trucks are indispensable in many companies. They are rugged powerful tools that save time, money and effort. But the same qualities that make them so helpful can also make them dangerous. Using powered industrial trucks results in over hundreds of fatalities and thousands of serious injuries each year. When used incorrectly, or if forklifts and other trucks are not properly maintained, they can do significant damage. The training program *Forklift/Powered Industrial Truck Safety* reviews how to inspect forklifts and other powered industrial truck equipment prior to operation, safe operating procedures, forklift stability, and how to recognize potential problem situations. The program includes information on:

- The seven classes of industrial trucks
- Equipment checkout
- A forklift's "stability triangle"
- Safe operating procedures
- Lifting and lowering loads
- Trucks and loading docks
- Equipment maintenance

LENGTH: 28 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

HAND & POWER TOOL SAFETY (REVISED)

Hand and power tools are used in thousands of workplaces each day. They make work easier and allow employees to be more efficient. However, many workers often fail to see the hazards these tools can present. The videotape includes information on:

- Matching the Tool to the Job
- The Importance of State of Mind
- Personal Protective Equipment
- Good Safety Practices

LENGTH: 13 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

HAND, WRIST AND FINGER SAFETY (REVISED)

Our hands, wrists and fingers are constantly exposed to possible injury. Every year, over 500,000 workers injure these parts of their bodies. Recognizing potential problems, and taking steps to avoid them, is important to all employees, no matter what jobs they perform.

The program includes information on:

- How the Fingers, Hand and Wrist Function
- Hazard Identification and Ergonomic Considerations
- The Importance of Staying Alert and First-Aid and Emergency Treatment
- Using the Right Tools and The Role of Machine Guards

LENGTH: 13 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

HANDLING A SEXUAL HARASSMENT INVESTIGATION PREVENTING SEXUAL HARASSMENT

Sexual harassment can have an incalculable cost for victims, their families, friends and coworkers. Any form of sexual conduct in the workplace is inappropriate, and may constitute sexual harassment if the actions or comments are unwanted or threatening. But recognizing sexual harassment is only half the battle. If action isn't taken quickly, and the situation is not resolved fairly, a company can face lawsuits and hefty fines. In fact, the company's reputation, business relationships and financial security could depend on how a manager or supervisor handles a sexual harassment incident. The third of a three-part series on preventing sexual harassment in the workplace, *Handling A Sexual Harassment Investigation* looks at a company's legal responsibility to prevent and deal with sexual harassment incidents, examines policies and procedures that should be followed when investigating allegations of sexual harassment and discusses how to interview apparent victims, alleged harassers and potential witnesses.

LENGTH: 16 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

HANDLING COMPRESSED GAS CYLINDERS IN THE LABORATORY LABORATORY SAFETY SERIES

The energy possessed by a compressed gas cylinder can make it a virtual "missile" if it is not handled with the utmost care. And a leaking cylinder or fitting can lead to asphyxiation, a fire or even an explosion. Since compressed gas cylinders are frequently used in many laboratories, employees need to be familiar with the precautions that should be taken when dealing with them. The training program *Handling Compressed Gas Cylinders in the Laboratory* examines how gas cylinders "work," the hazards that are associated with them and the need for caution when using or storing a cylinder. Areas covered in the program include:

- The four ways to compress gases
- Hazards associated with compressed gases
- Proper storage procedures
- Marking and labeling
- Handling cylinders safely
- Connections and fittings
- Leak detection

LENGTH: 13 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

HEAT STRESS

Every year, thousands of employees suffer the adverse effects of Heat Stress. Whether they work outdoors under the hot summer sun, or indoors with equipment and machinery that give off high levels of heat, these employees need to know how to recognize and prevent Heat Stress and other heat-related health problems. The videotape includes information on:

- Situations Leading to Heat-Related Illnesses and How The Body Reacts To Heat
- Heat Stress, Heat Exhaustion and Heat Stroke
- Recognizing Symptoms of Heat Stress and How To Prevent Heat-Related Illnesses
- First Aid

LENGTH: 12 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

INDOOR AIR QUALITY

It is all around us, and we breathe it every day to stay alive. But how "clean" is the air that we breathe? While we know that it contains oxygen, hydrogen and nitrogen, there may be other substances in the air around us that we do not know about... such as dust, mites, spores, bacteria and hazardous fumes. Air pollution is not just an outdoor problem. Contaminated air inside a workplace can lead to major health problems... long-term exposure to contaminants can cause asthma and even emphysema. The training program *Indoor Air Quality* shows employees the potentially harmful effects of poor air quality, and will help them prevent, identify and correct air quality problems. Areas covered in the program include:

- The sources of air contamination
- Adhesives, solvents and vehicle exhaust
- How a building's occupants affect indoor air quality
- Smoking and secondhand smoke
- The use of humidifiers and dehumidifiers
- Pollutant pathways, including air ducts and crawlspaces
- Heating and air-conditioning systems
- The symptoms and signs of poor air quality

LENGTH: 13 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

INDUSTRIAL ERGONOMICS (REVISED)

The new dvd on *Industrial Ergonomics* covers recognizing ergonomic problems, potential adverse effects and pragmatic solutions employees can use to address to these problems. It focuses on potential ergonomic problems in manufacturing, assembly and warehouse situations. Topics covered on this dvd include:

- Physiology of the body
- Parts of the body most affected
- Eye strain and Correct Use of Equipment
- Correct use of office equipment
- Exercises and Stress Release
- and more

LENGTH: 18 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

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LABORATORY ERGONOMICS

LABORATORY SAFETY SERIES

Many of the activities performed in a laboratory can exert stress and strain on muscles and joints... ultimately causing significant injuries. To work safely and maintain good ergonomic health, employees need to know how to avoid movements and work patterns that can be harmful. The training program *Laboratory Ergonomics* discusses the need to set up work areas correctly, as well as how to minimize the strain of using laboratory equipment, tools and instruments. Areas covered in the program include:

- Parts of the body most susceptible to ergonomic problems
- Arranging work areas to minimize stress and strain
- Working from "neutral" positions
- Most and least stressful types of body movements
- Proper lifting techniques
- Effective stretching exercises

LENGTH: 12 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

LABORATORY HOODS

LABORATORY SAFETY SERIES

Many of the materials used in laboratories give off fumes, mists, vapors, particulates or aerosols which are hazardous. To minimize exposure to these materials, special precautions need to be taken. This often means within a "hood." The training program *Laboratory Hoods* emphasizes how to properly use laboratory hoods and how to test them to ensure correct functioning... as well as discusses how hoods can protect an experiment, the facility, and most importantly, the employee. Areas covered in the program include:

- Why laboratory hoods are needed
- Protections afforded by hoods
- How hoods function mechanically
- Proper use of laboratory hoods
- Testing and maintenance

LENGTH: 13 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

LADDER SAFETY

Ladders are one of the most commonly used pieces of equipment in almost any work environment. From common step-ladders to sophisticated extension ladders, they can be found almost everywhere. As a result, ladder-related accidents occur frequently in many facilities. The videotape includes information on:

- Ladder Selection
- Inspection, Maintenance and Proper Setup
- Overhead Hazards
- Climbing, Working Safely, Accidents and First Aid

LENGTH: 12 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

Marlin Westwood Training

2624 Dunwin Drive, Units 9 & 10, Mississauga, ON L5L 3T5

Tel: 1-800-865-7617 Fax: 1-800-203-8786

E-mail: info@marlineducation.com Web Site: www.marlineducation.com

SAFETY CATALOGUE

LOCK-OUT/TAG-OUT

This program was created specifically to assist facilities with employee training in proper Lock-Out/Tag-Out procedures. The training program *Lock-Out/Tag-Out* uses environments which are familiar to employees working with both electric and hydraulic/pneumatic equipment and points out specifically where Lock-Out/Tag-Out procedures should be applied. Areas covered in the program include:

- "Energized" machinery
- Lock-Out/Tag-Out concepts and procedures
- Lock-Out/Tag-Out devices
- Electrical systems
- Hydraulic & pneumatic systems

LENGTH: 22 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

MACHINE GUARD SAFETY

Machinery comes in many sizes and shapes, and it can present many different types of hazards. Each year thousands of employees across the country are injured by the machines they are most familiar with...and which they believe are safe. The risk of accidents from powered machinery is so great that lack of machine guarding is the second most frequent safety violation in industry today. The videotape includes information on:

- Basic Machine Operations and Fixed, Drivetrain, and Perimeter Guards
- Adjustable and Self-Adjusting Guards, Interlock and Drop Probe Devices
- Adjustment, Inspection and Maintenance of Safety Guards

LENGTH: 19 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

MATERIAL SAFETY DATA SHEETS

LABORATORY SAFETY SERIES

All potentially hazardous materials entering a laboratory have a Material Safety Data Sheet (MSDS). But to make good use of the information on an MSDS, employees need to understand how it is organized and what it contains. The training program *Material Safety Data Sheets* reviews the various sections of the MSDS, what information can be found in each section and most importantly, how this information can help employees to work safely in their laboratory. Areas covered in the program include:

- The purpose of Material Safety Data Sheets (MSDS)
- Sections of the MSDS
- Information found in each section
- How MSDS information can help employees work safely

LENGTH: 15 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

MATERIALS HANDLING SAFETY

Many employees feel that moving and handling materials that they work with every day is an ordinary task, not something that they really need to be concerned about. Yet there are hundreds of thousands of materials handling accidents every year... from small splinters, cuts or scrapes... to crushed fingers, hands and feet... even deaths. The videotape includes information on:

- Types of Hazards
- Planning a Job and Personal Protective Equipment
- Proper Lifting, Moving and Other Ergonomic Considerations
- Hand Trucks, Carts and Pallet Trucks
- Mechanical Lifting Devices

LENGTH: 15 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

OFFICE ERGONOMICS

Every job makes a different set of demands on the body. How this impacts employees, and what can be done to reduce or eliminate adverse effects, is an important safety issue. While there is a lot of debate about the many aspects of ergonomics, everyone agrees on one thing... that by using proper ergonomic techniques employees can be safer and more productive, as well as feel better at the end of the day. The videotape includes information on:

- Physiology of the Body and Parts of the Body Most Affected
- Eyestrain and Pragmatic Preventative Measures
- Correct Use of Office Equipment and Exercises and Stress Release

LENGTH: 21 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

OFFICE SAFETY

Many office employees think that safety isn't important in their jobs, because they don't work in industrial settings. Yet accidents and injuries in the office account for thousands of hours of lost time, and millions of dollars in workers' compensation and medical costs.

The videotape includes information on:

- Safety Awareness and Housekeeping
- Proper Lifting
- Slips, Trips & Falls
- Electrical Safety

LENGTH: 19 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

ORIENTATION TO LABORATORY SAFETY

LABORATORY SAFETY SERIES

A laboratory can be a dangerous place, and with the daily pressures to get things done employees can be tempted to take shortcuts and ignore safety precautions. And with the increasing complexity of the equipment and procedures involved in experiments, employees need an even greater knowledge of safety practices and procedures than they may have had in the past. The training program *Orientation to Laboratory Safety* shows both new employees and "seasoned veterans" the importance of safety in the laboratory... as well as reviews good safety practices that apply to laboratory environments. Areas covered in the program include:

- Material Safety Data Sheets (MSDSs)
- Planning safe experiments
- Personal protective equipment
- Ventilation controls
- Chemical storage
- Accidents and emergencies
- Waste disposal

LENGTH: 11 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

OSHA FORMALDEHYDE STANDARD, THE LABORATORY SAFETY SERIES

While Formaldehyde is used in many laboratory operations, it can still be a significant health hazard. The results of mishandling Formaldehyde can be serious. They can range from the short-term discomfort associated with minor burns or skin irritation... to chronic effects from a lifetime of overexposure. The training program *The OSHA Formaldehyde Standard* provides training that is required by this standard, focusing on the rules and procedures that the standard establishes for working with this potentially dangerous chemical. Areas covered in the program include:

- Potential health hazards
- Testing for Permissible Exposure Limits (PEL)
- Labeling and Material Safety Data Sheets
- Hoods and other ventilation systems
- Personal protective equipment
- Spill and cleanup and decontamination procedures
- First aid
- The Medical Surveillance Plan

LENGTH: 13 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

PERSONAL PROTECTIVE EQUIPMENT

"On-the-job" injuries affect all types of people, doing all types of work. Each year hundreds of thousands of workers are injured... at a huge cost to employers annually. Studies show that the majority of workplace injuries could be avoided if employees used the proper personal protective equipment. Yet many people have little idea of what protective equipment should be used in their jobs, or how to use it properly. The training program *Personal Protective Equipment*, looks at why personal protective equipment is so important and reminds employees of what is available. Areas covered in the program include:

- PPE for eye and face hazards
- PPE for respiratory hazards
- PPE for head hazards
- PPE for foot hazards
- PPE to guard against electrical hazards
- PPE to guard against hand and finger hazards

LENGTH: 27 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

PERSONAL PROTECTIVE EQUIPMENT AND DECONTAMINATION PROCEDURES

Hazardous materials and waste are part of many work situations, and can be found on many types of job sites. It is so important for employees to know how to recognize these potentially dangerous substances (as well as how to handle and dispose of them properly). The training program *Personal Protective Equipment and Decontamination Procedures* instructs employees on the appropriate use of personal protective equipment (such as chemical protective clothing) as well as how to remove contaminants that accumulate on clothing and equipment. Areas covered in the program include:

- Safe work practices
- Engineering controls
- Levels of personal protection
- Heat stress
- The need for decontamination

LENGTH: 21 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

PLANNING FOR LABORATORY EMERGENCIES

LABORATORY SAFETY SERIES

A caustic acid hose has just erupted... an experiment has shown unexpected reactions... what should employees do to deal with these and other emergencies? Employees need to know when and how they should act in an emergency situation. The training program *Planning for Laboratory Emergencies* discusses how to minimize damage and prevent injuries if a laboratory emergency should occur. Areas covered in the program include:

- The emergency plan
- Types of emergencies
- Alarms and warning systems
- Contacting outside agencies
- Evacuation
- Fires, explosions and chemical spills

LENGTH: 15 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

PREVENTING CONTAMINATION

LABORATORY SAFETY SERIES

Handling hazardous chemicals and specimens requires a great deal of caution. If substances are not properly controlled, hazards can spread and contaminate other materials, work areas... even employees themselves. With many laboratories using toxic, corrosive and carcinogenic chemicals, employees need to do all they can to prevent contamination. The training program *Preventing Contamination* emphasizes the need to recognize situations that could lead to contamination, and discusses what can be done to prevent contamination from occurring. Areas covered in the program include:

- How contamination occurs
- General preventative measures
- Engineering controls
- Safe work practices
- Personal protective equipment

LENGTH: 10 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

PREVENTING SEXUAL HARASSMENT...FOR EMPLOYEES

PREVENTING SEXUAL HARASSMENT

Most employees have heard the term "sexual harassment." But many of them do not know exactly what it means. More importantly, they may not be aware that some of the things they do might be considered sexual harassment. When people think about sexual harassment they often picture a male supervisor cornering a female employee to make unwanted sexual advances. While most reported cases do involve females being harassed by males, people of both genders, of any age and of any sexual orientation, can be victims. The first in a three-part series on sexual harassment in the workplace *Preventing Sexual Harassment...For Employees* discusses various forms of sexual harassment, explains how to avoid inadvertently sexually harassing someone and reviews the procedures employees should follow if they feel that they or a coworker are being sexually harassed.

LENGTH: 13 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

PREVENTING SEXUAL HARASSMENT...FOR MANAGERS AND SUPERVISORS

PREVENTING SEXUAL HARASSMENT

Most managers and supervisors have heard about fines and lawsuits brought against companies that ignore "sexual harassment." And while they are the first lines of defense in preventing sexual harassment incidents, many managers and supervisors don't know what constitutes harassment, or what they should do if it occurs. Complicating things is that recognizing sexual harassment can be difficult. Conduct that might appear harmless to one person could be harassment to others. The second of a three-part series on preventing sexual harassment in the workplace *Preventing Sexual Harassment...for Managers and Supervisors* looks at behaviours and actions that can constitute sexual harassment, discusses why managers and supervisors must pay particular attention to what they say and do, and examines how to recognize sexual harassment in the workplace.

LENGTH: 14 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

RESPIRATORY PROTECTION AND SAFETY (REVISED)

One of the problems with many respiratory hazards (such as fumes or gases) is that employees cannot easily "see" them. Even more visible hazards, such as dusts, are often accepted as part of a "normal" work environment. As a result, many respiratory problems only become clearly evident well after the original exposure. Yet once they occur, most respiratory problems are "chronic" and long lasting. Areas covered in the program include:

- How the respiratory system "works"
- Common types of respiratory problems
- Potential effects of respiratory hazards
- Causes of respiratory problems
- Good respiratory safety practices
- Respiratory safety equipment
- Fit testing procedures
- Cleansing/disinfecting procedures

LENGTH: 24 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

RIGGING SAFETY

We have all heard the phrase "A chain is only as strong as its weakest link." When it comes to crane operations, rigging can often be that "weak link."

The videotape includes information on:

- Physical and Mental Preparation, Hand Signals and Personal Protective Equipment
- Equipment Inspection, Hazard Assessment and Angle of Load
- Slings and Hitches

LENGTH: 19 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

SAFE HANDLING OF LABORATORY GLASSWARE

LABORATORY SAFETY SERIES

Broken glassware causes more laboratory accidents than any other hazard. Because it is so fragile, glassware can easily fracture if it is bumped, dropped or too much pressure is applied to it. Some glassware accidents don't require much more than a band-aid, while others can result in a lot of blood and the need for medical attention. And the threat of contamination from the materials in a broken container can also be a serious problem. The training program *Safe Handling of Laboratory Glassware* discusses the nature of various types of glassware, and the problems it can cause... as well as the need for employees to use and maintain laboratory glassware safely. Areas covered in the program include:

- Inspecting glassware before use
- Effects of extreme temperatures and pressures
- Matching glassware to the experiment
- Working with glass tubing
- Using personal protective equipment
- Storage and handling
- Washing and cleanup

LENGTH: 13 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

SAFETY AUDITS

A single workplace accident can be devastating. Someone can be injured... or even killed. Property, equipment or materials can be damaged or destroyed. And work could come to a complete standstill. All of these things can happen if efforts are not made to protect employees. One way to accomplish this is to conduct a safety audit. This is an examination of the work area to make sure it is as safe as possible and all potential hazards are corrected or removed. The training program *Safety Audits* reminds employees about the goals of a safety audit, and how all workers should become involved. Areas covered in the program include:

- Definition of a safety audit
- A workplace analysis
- Administrative controls
- Engineering controls
- Personal protective equipment
- The equipment maintenance program
- Emergency response procedures
- Regulatory compliance, safety and health training
- Accident investigation
- A safety self-assessment

LENGTH: 15 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

SAFETY HOUSEKEEPING AND ACCIDENT PREVENTION

Good safety housekeeping can significantly reduce accidents and injuries in any type of work environment. By developing good safety habits, and by being aware of their work area and any hazards associated with it, employees can reduce the potential for accidents and injuries.

The videotape includes information on:

- Safety Awareness and Keeping Aisles and Stairways Clean
- Rubbish and Excess Materials
- Ropes and Electric Cords
- Dealing with Hazardous Chemicals and Tool Maintenance and Storage

LENGTH: 13 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

SAFETY ORIENTATION (REVISED)

Thinking about safety should be as natural as thinking about other aspects of the job. Employees should be able to anticipate the possibility of accidents before they happen. Yet workplace accidents cause millions of people to suffer painful injuries every year, and cost business almost \$90 billion per year in medical bills, lost wages and lost production time. The *Safety Orientation* program addresses two of the most prominent safety issues confronting employers today - that of developing a good "safety attitude" in their employees, as well as providing "introductory safety training. Topics covered in the program include:

- Developing "safety awareness"
- Basics of accident prevention
- Hazard evaluation
- Safety housekeeping
- Tool use and maintenance
- Fire prevention and safety
- Use of personal protective equipment

LENGTH: 18 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

SAFETY SHOWERS AND EYE WASHES

No matter how many precautions employees take, accidents sometimes happen. In these situations quick action is essential, and if the incident involves a hazardous material, using a safety shower or eye wash station can be extremely important. The videotape includes information on:

- Types of Showers and Eye Washes and How To Operate Them Correctly
- Chemical Splashes and Appropriate Shower and Eye Wash Techniques
- Helping an Accident Victim Use a Shower/Eye Wash and First Aid
- Maintenance and Testing of Showers and Eye Washes

LENGTH: 13 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

SAFETY SHOWERS AND EYE WASHES IN THE LABORATORY

LABORATORY SAFETY SERIES

Employees may never need a safety shower or an eye wash... but if they do, knowing where they are located, and the proper procedures for using them, can prevent serious injury or possibly even save a life. The training program *Safety Showers and Eye Washes in the Laboratory* reviews the correct ways to use this equipment, and emphasizes the need for quick action after a chemical splash or spill in a laboratory. Areas covered in the program include:

- Getting to eye washes and safety showers in an emergency
- Operating showers and eye washes
- Exposure to corrosive substances
- Testing eye wash and shower equipment
- Using showers and eye washes properly

LENGTH: 8 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

SLIPS, TRIPS AND FALLS

Most employees don't give much thought to the prospect of slipping, tripping or falling on the job. Yet these types of accidents account for more workplace injuries every year than any other accident category. Many of these injuries can be disabling... or even fatal.

The videotape includes information on:

- Why Slips, Trips and Falls Occur, Common Causes and Techniques to Avoid Falls
- Adverse Health Effects of Injuries
- The Importance of Safety Shoes
- Safe Use of Ladders and Similar Equipment

LENGTH: 11 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

SUPPORTED SCAFFOLDING SAFETY

Whenever a worker leaves the ground, the risk of an accident occurring increases dramatically. With thousands of scaffold related injuries reported each year, it is critical that workers be trained on how to safely erect and use these work platforms. This program will help employers meet the proper training requirements. The training program *Supported Scaffolding Safety* helps employees understand the dangers of working with scaffolds, and how these risks can be minimized by knowing the correct ways to erect, maintain and use scaffolding equipment. Areas covered in the program include:

- Responsibilities of a "scaffold expert"
- Creating a level and stable foundation
- Platforms and planking
- The danger of power lines
- Ramps and walkways
- Platform hazards
- Personal fall arrest systems
- Guarding against falling objects

LENGTH: 20 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

SUSPENDED SCAFFOLDING SAFETY

Whenever a worker leaves the ground, the risk of an accident occurring increases dramatically. With thousands of scaffold related injuries reported each year, it is critical that workers be trained on how to safely erect and use these work platforms. This program will help employers meet the proper training of scaffolding regulations. The training program *Suspended Scaffolding Safety* helps employees understand the dangers of working with scaffolds, and how these risks can be minimized by knowing the ways to correctly erect, maintain and use scaffolding equipment. Areas covered in the program include:

- Responsibilities of a "scaffold expert"
- Platforms and planking
- The danger of power lines
- Platform hazards
- Personal fall arrest systems
- Guarding against falling objects

LENGTH: 20 min.

PRODUCER: Marcom Group, Ltd

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SAFETY CATALOGUE

UNDERSTANDING CHEMICAL HAZARDS

Hazardous materials and waste are part of many work situations, and can be found on many types of job sites. It is important for employees to know how to recognize these potentially dangerous substances (as well as how to handle and dispose of them properly). The training program *Understanding Chemical Hazards* introduces employees to chemical hazard regulations and provides training on the various types of hazardous chemicals found in industrial environments. Areas covered in the program include:

- Chemical hazard concepts
- Types of hazardous chemicals
- Characteristics and effects of various types of chemicals
- The Material Safety Data Sheet (MSDS)
- Container labeling
- Safe handling practices
- Use of personal protective equipment (PPE)
- Spills and cleanup

LENGTH: 21 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

USING FIRE EXTINGUISHERS

Among all the safety problems an employee can encounter, fire can be the most frightening. Every year industrial fires cause millions of dollars in damage and result in hundreds of employee injuries, a number of which are fatal. Yet many employees do not realize how their own actions can contribute to the risk of fire. The training program *Using Fire Extinguishers* looks at why things burn, reviews the types of fire extinguishers that are found in facilities today, and discusses how to use fire extinguishers to fight small fires. Areas covered in the program include:

- What causes things to burn
- The concept of "flash point"
- "Classes" of fires
- Extinguisher labels
- Chemical fire extinguishers
- Water fire extinguishers
- How to use a fire extinguisher

LENGTH: 18 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

WELDING SAFETY

People have been welding for over 2,000 years...but flying sparks, toxic fumes, electric shock and high temperatures are just some of the things that can make this common job uncommonly dangerous. The videotape includes information on:

- Authorization for Welding Operations and The Use of Respirators and Proper PPE
- Sparking and the Risk of Fire, and Hazardous Fumes and Ventilation
- Using Other Personal Protective Equipment
- Inspecting Welding Equipment and Proper Welding Safety Practices

LENGTH: 14 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

WELLNESS AND FITNESS

A good wellness/fitness program can significantly improve employees' safety records. Studies have found that accidents and injuries occur less frequently with employees who are healthier and in good physical shape. The videotape includes information on:

- The Importance of "Attitude"
- Blood Pressure and Other Stress Related Conditions
- Smoking, Drug and Alcohol Use
- Nutrition, Weight Control and Exercise

LENGTH: 13 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

WINTER SAFETY

Over the years employers have discovered that their employees miss more time from work as a result of "off-the-job" accidents than due to injuries experienced on the job. Many of these accidents occur during the Winter, as employees do things that they are not familiar with or haven't done "since last year". Fortunately, most of these accidents can be prevented.

The videotape includes information on:

- Christmas Trees and Safe Use of Extension Cords and Outlets
- Fires, Fireplaces, Chimneys, Fire Extinguishers and Fire Escapes
- Working in the Cold, and Walking and Driving in Ice and Snow

LENGTH: 13 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

WORKPLACE HARASSMENT IN INDUSTRIAL FACILITIES

Most of us cannot do our work without interacting with other people. Effective communication is usually part of the job, and cooperation can be essential. When interaction, communication and cooperation are hindered in some way the workplace can become "toxic" and threaten our sense of well-being. Feelings of stress, frustration and anger can boil to the surface. Attendance, productivity, quality and safety often suffer. When people hear the word "harassment" they usually think of sexually-related activity. But harassment encompasses a wide range of behavior... from practical jokes to intimidation. It can also include threats, verbal abuse and discrimination, even stalking and assault... and anyone can be subject to it. *Workplace Harassment in Industrial Facilities* discusses the various types of harassment that are found in the workplace, how they can affect an employee's work situation and what employees themselves can do to help prevent workplace harassment. Topics covered in this program include:

- The nature of workplace harassment
- How to recognize various types of harassment
- How to handle verbal abuse and threats
- The many forms sexual harassment can take
- How to recognize the many variations of "assault"
- Knowing what to do, and what not to do, when confronted with a stalker
- How fostering a positive workplace environment can increase productivity and safety

LENGTH: 17 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

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SAFETY CATALOGUE

WORKPLACE HARASSMENT IN THE OFFICE

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- How to handle verbal abuse and threats
- The many forms sexual harassment can take
- How to recognize the many variations of "assault"
- Knowing what to do, and what not to do, when confronted with a stalker
- How fostering a positive workplace environment can increase productivity and safety

LENGTH: 17 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

WORKPLACE STRESS

In our fast-paced world, we frequently encounter stressful situations. Many of these occur at work. Yet stress, and its effects on our ability to do our jobs, is a subject that is often overlooked. The videotape includes information on:

- Situations Causing Stress
- Positive vs Negative Stress
- Recognizing Symptoms of Stress
- Effects of Stress on the Mind and Body
- Eliminating Stress Factors and Stress-Relieving Exercises

LENGTH: 13 min.

PRODUCER: MARCOM GROUP, LTD

PRICING: Purchase: DVD: \$125.00

WORKPLACE VIOLENCE

One out of every six violent crimes occurs in the workplace. And while workplace homicides grab the headlines... (homicide is the second leading cause of death on the job and the number one killer of women in the workplace)... other forms of workplace violence happen much more frequently. No organization, regardless of size or type of business, is immune to workplace violence. The training program *Workplace Violence* shows employees how to recognize the warning signs of possible violent behavior, as well as how to avoid or defuse potentially dangerous situations. Areas covered in the program include:

- The nature of workplace violence
- Underlying causes of workplace violence
- The warning signs
- Aggressive behavior
- Threats and verbal abuse
- Sexual harassment
- Physical assaults
- Armed assailants
- Fostering a positive workplace environment

LENGTH: 14 min.

PRODUCER: Marcom Group, Ltd

PRICING: Purchase: DVD: \$125.00

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