



## TWU 555 Safety & Health Committee

To: Jesse Soto, Safety & Health Advisor  
From: Dina Enders, Safety & Health Committee  
Date: 27 August 2015  
Subject: Article 17 Training Class

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I made this visit at your request to address local safety concerns and to support our SAN membership. Safety Ops Rep Jilynn Kaczmarek, TWU Safety Rep Paul Pursch for Ramp and Chris Olow for Provisioning attended an Article 17 training class. Some examples of their current concerns are as follows:

SAN management is not following our CBA requirement that TWU local safety representatives be called when an incident or accident involving a TWU member occurs. TWU Safety Representative needs to be notified and have the same opportunity to do the investigation as local management.

Time off for TWU Reps Jilynn and Paul to do equipment checks and follow up on items has not been granted on a consistent basis by local management and, when granted is not enough time. Recommend that a specific day of the week be set aside for this purpose, such as, every Tuesday.

1. Equipment checks are incomplete for lack of allotted time, our reps noted that they were unable to complete the checks as Local Leadership has the team check everything
2. Jet way Inspections is not being looked at monthly. Several concerns came up about canopy and wheel chair lifts with little resolution

### **SAFETY CONCERNS DISCUSSED**

1. TWU Reps requested keys for the TWU Safety Board--Paul Pursch is still waiting for keys from Station Manager Tom Starr.
2. Safety Minutes are not being signed off or reviewed for accuracy.
3. Safety Minutes posted are out-dated, May 18 2015 was the most recent post.
4. CPR Compliance Training Record has 8 employees with expired certification including Station Manager Tom Starr.
5. TWU Safety hours are inadequate for the amount of equipment that needs to be checked, this includes T-point, Cargo and Facilities. This issue has been brought up again and again.
6. Break room and the men's locker room is tight due to many new hire employees-if there was an emergency in this locker room there would be no safe way to get out.
7. Monthly Safety Focus is being discussed in Safety Meeting only, asking the employees if anyone of them knew the monthly safety topic they had no idea.
8. Refrigerator needs to be cleaned regularly, the smell alone is horrible.
9. New Ramp Supervisor and New Ramp Agents not properly trained put the rest of the agents at risk.
10. Gates are congested and confined making it difficult for ramp/provisioning agents to do their job in a safe manner.

## **SAFETY COMMITTEE GOM 02.040.00**

1. Each classification should be represented at all monthly safety meetings, attendance by local Station Leaders is recommended. Department representative are responsible for keeping their fellow Employees in their respective work area updated on the committee's progress.
2. Ramp Walk Findings need to be attached to the Monthly Safety Meeting Minutes.
3. Seven days prior to the next safety committee meeting, these documents must be presented to TWU Safety Rep Paul Pursch by local management: OSHA 300 log; monthly potable cabinet's inspections; PC/Air cradle inspections and fire extinguisher inspections.

## **TRAINING OSHA 2254**

1. Sharing information about and pertaining to safety is a joint effort between Southwest and TWU. We can start by having Ramp Supervisor speak on the daily safety focus and talk up how we can be more aware of our surroundings.
2. Lack of training is very prevalent at this station. Agents are not getting proper time to go over new procedures. Several agents requested that when the new Read for Work comes out or a new policy--the Ramp Supervisor give them a visual on proper procedures. Policy and Procedures that HDQ has put into place are not being communicated effectively in SAN.
3. Agents had no training on new push backs and Tarp Saver Carts! This equipment had several items completely different from previous equipment, such as, the ignition is a push button that stalls if the agent keeps pushing on it. Push back headlights did not come with an "ON/OFF" light switch.
4. Tow bar procedures-what to do after the shear bolt breaks is not taught to agents.
5. Wheelchair lift: agents have to be inside the lift to retrieve strollers and electrical scooters; the lift states: "no live body" can be inside or on the lift. This makes it very difficult for operations agent to retrieve gate check items safely and in safety compliance.

## **RAMP AREA/GATES**

1. Several gates have wide expansion joints in the concrete and broken concrete creating a trip/fall hazard. Concrete potholes inside the safety zones need to be repaired to prevent trips and falls and concrete FOD from being ingested into the engine. **OSHA 29 CFR 1910.22**
2. Electrical boxes at all gates are missing the signage "Keep clear 36 inches" signs need to be added to all main jet ways. **OSHA 29 CFR 1910.305**
3. Gate 9 pavement behind the gate area needs to be repaved, several potholes are creating trip/fall hazard. **OSHA 29 CFR 1910.22**
4. Wheel chair lifts for operations agents retrieving items from it; agent must go inside the lift, which clearly states: "no live bodies". (same as #5 above)
5. All jet bridges have water stains, the new jet bridges with tile flooring leak too. When it rains the cleaners will put out slippery signs as the jet bridges leak all day.

## **T-POINT**

1. T-point agents have seen co-workers suffer injuries by maneuvering a cart into and out of the area. Furthermore, anytime we have baggage carts being moved, there is a high probability the carts with a full load can get away from agent and cause injury—especially to hands, arms and the rib area of the body.
2. Baggage Carts are being over stacked 2-4 rows high, not enough carts in SAN for the amount of baggage coming out of T-point.
3. Anti-fatigue mats have several areas that need to be put back together, creating a trip/fall hazard. **OSHA 29 CFR 1910.22**
4. Due to limited space to stage carts, agents must place bags on the floor creating one more lift for each bag (Zone next to Gate 3).

## **EQUIPMENT**

1. TWU Safety Reps are following the guidelines of the daily operator checklist. While circumstances with ramp equipment are a challenge, employees need the proper equipment and tools to do their job safely. It's imperative that repairs be made. Minor fixes can be made without causing a disruption in daily operations. (i.e.: lights, horns and tarp handles)
2. I must remind all SAN employees that: "Only maintenance/GSE mechanic can remove an equipment out of service tag from a piece of equipment", and -----Warning: Under no circumstances should tagged and defective equipment be operated or used until the proper repairs have been done." I am not a mechanic but one does not have to be a mechanic to notice steering columns leaking, damaged front rubber bumper on belt loaders and bald tires. Common sense can determine unsafe equipment. If the brakes do not work, you can strike an aircraft, or god forbid, another employee working on the ramp.

### **Potable Water Cabinets: GOM 05.170.40 and OSHA 29 CFR 1910.141**

The FDA has instituted an Operational Maintenance Program for our water service and all stations are responsible for maintaining the purity of potable water. **(These Potable Water Cabinets need to be cleaned monthly.)**

In closing, thank you entire SAN employees for your continued hard work and the dedication to safety you display on a daily basis. Thank you also to all the TWU Safety Reps for trying to improve the work environment for all employees. If you have any question or concern about this report my number is 214-927-6743 or email me at [dina.enders@twu555.org](mailto:dina.enders@twu555.org)

Cc: Steve Goldberg  
Matt Hafner  
Matt Buckley  
Mike Miller  
Michelle Jordan  
Scott Halfmann  
Larry Laney  
Patrick Mazza  
Anthony Gregory  
Dave Yarbrough  
Dan Kusek  
Phil Stachowski  
Tom Starr  
Theresa Nolten  
Dave Bailey  
Ricky Hobson  
Jilynn Kaczmarek  
TWU Safety Committee  
Website  
LEB