

The Productive Workplace



Pelletier
& Associates

Pelletier & Associates Awarded

Rapid Response Contract for the City of Anaheim

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Pelletier & Associates is pleased to announce its having been selected as one of the service providers offering Rapid Response Services for the City of Anaheim. This contract focuses on the provision of services to businesses within the city limits of Anaheim, which are seeking to minimize the disruption of business while undergoing a workforce reduction. Pelletier & Associates has extensive experience in providing effective services that help businesses manage layoffs and providing quality guidance to individuals who are affected. In these difficult times, we at Pelletier & Associates are glad to offer our expertise in this area, hopefully minimizing the impact of the economic downturn on businesses and individuals alike.



Diana Pelletier to speak at National Ergonomics Conference and Expo 2010

Once again, Pelletier & Associates' President, Diana Pelletier, has been chosen to speak at the National Ergonomics Conference and Exposition (NECE). This event, held in Las Vegas, Nevada from November 30 through December 3, 2010, is the largest gathering of professionals in the field of ergonomics in the United States. The event brings together some of the most prestigious industry experts to speak on the latest topics and trends in the field. Ms. Pelletier's session entitled "Maintaining Ergonomics Programs during an Economic Slowdown" was originally presented at NECE in 2008, and was so well received it has been updated and resurrected. Since the economic recovery has been slow, this timely topic provides ideas on how to create a sustainable ergonomics program, even in hard times. This is the fourth time Ms. Pelletier has been asked to speak at the conference. This will allow Pelletier & Associates to bring our industry expertise to share with our colleagues and to provide an opportunity to network and learn from some of the most influential ergonomics experts today. We look forward to seeing our friends and partners at the event this year!

**THE NATIONAL
ERGONOMICS
CONFERENCE
AND EXPOSITION**
THE PRODUCTIVITY SHOW
Conference: Nov. 30-Dec. 3, 2010
Exposition: December 1-3, 2010
Caesars Palace, Las Vegas, Nevada

Sponsors PARMA/PASMA Meeting

In our continued effort to support public agency safety professionals, Pelletier & Associates was one of the sponsoring partners for the March PARMA/PASMA meeting and luncheon. The event, held on Thursday, March 11, 2010 was an opportunity for safety professionals to obtain professional development in the form of presentations focusing on training and insurance. Held once again at the California Joint Powers Insurance Authority in La Palma, the day offered opportunities to reconnect with public agency safety professionals and to network with service providers and vendors. Katherine Abbott of Abbott Communications offered an interesting presentation on safety training for adults, which should help all of us who conduct training by providing more interesting and impactful presentations. Pelletier & Associates was happy to be a part of this meeting and looks forward to it in 2011.



Pelletier & Associates Participates in Health & Wellness Fairs

It's that time of year again! Pelletier & Associates has been keeping busy participating in some local Health & Wellness Fairs. On May 24, we attended the University of California, Irvine Health & Wellness Fair and supported the EH&S department by speaking with employees about ergonomics, and handing out stretch cards and workstation setup tips. Based on the record attendance, this event was very successful in bringing valuable information University employees.

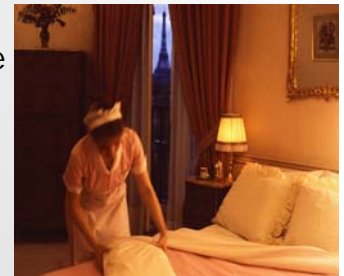


Pelletier & Associates is also attend the Health & Wellness Fair at the City of Rancho Cucamonga on June 23rd, which has become a regular event for our staff. We very much enjoy interacting with the employees and bringing the valuable information about avoidance of injury and workstation setup and productivity to our clients.

Study Finds That Hispanic Housekeepers Have Higher Rates of Injuries

A study by the American Journal of Industrial Medicine found that hotel employees, in particular housekeepers, have higher rates of on-the-job injuries than other workers. And in a surprising find, Hispanic housekeepers have a higher rate of injury than non-Hispanic workers, although no rationale was given for this finding.

In a review of accident logs over a three year period, researchers discovered many repetitive stress injuries were due to heavy lifting as well as repetitive motions used while washing floors, changing beds and vacuuming. The Occupational Safety and Health Administration







(OSHA) has taken an interest in the study finding. Along with the recent move to track musculoskeletal disorders on the OSHA Form 300 Log of Work Related Injury and Illness to better identify industry trends, the agency is interested in working with organizations to identify methods to prevent hazards.

Ergonomics professionals are focused on training employees in proper body mechanics, including safe lifting and proper handling of tools and equipment. By observing and analyzing work methods, and then identifying solutions to minimize workers' exposures to risk, an organization can work towards a healthier, safer work environment.

PRODUCT SPOTLIGHT

Office Tools – Ideas for Reducing RMIs

In the world of workplace ergonomics, so much emphasis is placed on keyboard and mouse usage that often many other common tools are overlooked as contributors to hand discomfort. As ergonomics evaluators, we are always looking at all aspects of the job, and also the work methods employed to determine whether there are other areas that can be addressed with simple solutions. All of the products shown here retail for less than \$20.00 and can be often found for far less. Following is a list of some of the most common office tools and some simple product solutions that may address discomfort issues:

Product	Description	Use When/Benefits
 Pilot Dr. Grip Gel	<ul style="list-style-type: none"> - Padded grip relieves writing stress - Grip also reduces required gripping power 	<ul style="list-style-type: none"> - Handwriting is required frequently - Worker struggles with using standard pens
 10-Sheet Capacity One-Hole Punch	<ul style="list-style-type: none"> - Low force design makes it 50% easier to use than standard one-hole punches. - Easy-to-use empty waste collection compartment eliminates mess. Non-slip rubber handle. - Sheet Capacity: 10; Number of Holes: 1; Hole Diameter: 9/32 in 	<ul style="list-style-type: none"> - Single hole punching is required - Hole punching into heavier cardstock or plastic is required - Decreases need for force
 Swingline® Portable Electric Stapler	<ul style="list-style-type: none"> - Easy grip form.- Throat depth adjusts from 1/4 in to 1 1/2 in. - Flexible and compactly-designed space-saver. - Precision adjustment guide and adjustable throat depth from 1/4" to 1 1/2". 	<ul style="list-style-type: none"> - Multiple stapling is required - Space is a consideration
 Swingline Ultimate Staple Remover	<ul style="list-style-type: none"> - Easier to use than traditional pinch-style removers - Now featuring a special slide switch to discharge staples from the remover - Magnet for touch-less staple clean-up 	<ul style="list-style-type: none"> - Staple removal is frequent - Helps maintain a neutral wrist

SAFE LIFTING *Things you Should Know*

How can You Prevent Back Injuries?

Lifting: Utilize proper techniques, minimize the weight of the load

Carrying: Eliminate carrying by utilizing assistive devices

Reaching: Move items closer to reduce reaching

Sitting: Adjust chair to offer proper support & change positions

Standing: Elevate one foot on a footrest or stool to relieve pressure on the back

Safe Lifting Techniques

- Bend your knees in the squatting position
- Pull and keep the load close to the body
- Lift by pushing up with the legs

Common Causes of Back Injuries

- Twisting at the waist while lifting
- Reaching and lifting
- Lifting and carrying objects with odd shapes
- Working in awkward postures
- Sitting or standing too long in one position
- Slipping and falling

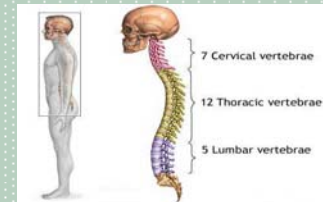
How Does the Back Work?

Cervical vertebrae support the head and neck

Thoracic vertebrae extend to form the chest cavity

Lumbar vertebrae support the majority of your body weight

The muscles of the lower back provide power and strength for activities such as standing, walking and lifting.



In these tough economic times, there are more people angling to take advantage of the unfortunate. Be careful during your job search and be on the lookout for the following:

- Request to cash fraudulent checks or conduct monetary transfers
- Correspondence from email accounts such as Google, Yahoo!, AOL, Hotmail
- Misspellings and grammatical errors
- “Get rich quick” language
- Failure to list a specific location for the job
- Request for Social Security Number or financial information

Common signs of a Job Posting Scam

In today’s business environment, successful companies know that creating a productive workforce includes managing potential threats to health, safety and productivity.

At Pelletier & Associates Inc., it is our mission to offer education, guidance, and support to individuals and organizations by providing a complete line of **Workforce Productivity Solutions** including:

Injury Prevention Services
Career Boost
Integrated Disability Management

To learn more about these services or to schedule a free, no-obligation initial consultation at your facility, please call us at (949) 206-9923. Be sure to visit our website at www.pelletierinc.com.