



The Facilitator



University Facilities to Roll Out Safety Incentive Program

By Cecelia Jackson

University Facilities is committed to providing a safe workplace for its employees. The Safety Incentive Program is intended to motivate and reward proactive safety actions.

The purpose of the program is to promote workplace safety through positive reinforcement of observed safe behaviors and voluntary participation in various safety/risk programs. Our goal is to promote open discussion about safety at all levels of management, leading to safer workplace behaviors, reduction in workplace injuries, and laying the foundation to build a better safety culture at UF resulting in fewer workplace accidents and injuries.

Eligibility

All Permanent full-time employees and student workers who engage in high risk activities are eligible to participate in the Safety Incentive Program. Supervisors and support personnel who do not perform high risk activities are not eligible.

Departments/job functions eligible to participate in the program include:

- ◇ Maintenance Services in the following non-supervisory job functions: plumbing, electrical, HVAC, carpentry, masonry, locksmith, painting, sheet metal, roofing, multi-skilled trades, preventive

- ◇ maintenance, and life safety
- ◇ Custodial and Recycling Services including custodians and trade specialists
- ◇ Landscape Services in the following non-supervisory job functions: litter control, arboreal, turf care, heavy equipment/moving, pesticide application, mulching, planting, mowing, weeding, irrigation maintenance, mechanic repair, operating a motor vehicle
- ◇ Maintenance Stores including shipping, receiving, stocking and forklift operation
- ◇ Utilities Services in the following non-supervisory job functions: high voltage, boiler operator, WWTP operator, chiller maintenance, and water distribution

Additionally, each department is required to maintain at least one of its staff as an active member of the UF Safety Action Committee (SAC).

The incentive program period will be on an annual calendar year basis (January 1 – December 31 of each year.)

An employee will become disqualified for the Individual Safety Incentive Award during a

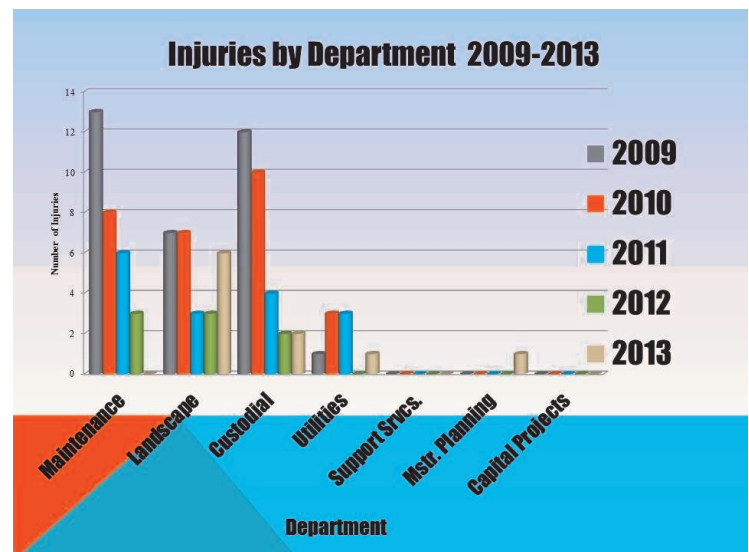
program period under the following circumstances:

1. The employee does not report an accident or willfully attempts to hide an accident,
2. The employee does not wear the proper PPE to perform work tasks as required,
3. The employee does not attend all required safety training for the calendar year.

Award

When an employee achieves 100 points, as verified by the shop safety representative and the UF Safety Coordinator/Manager, the individual will be rewarded with a \$25 gift of his/her choice from the UF Safety Award Catalog. If the employee chooses to save earned points for the period to attain a higher gift item (up to \$50), he/she

(Continued on page 2)



Campus Kudos



Mr. Wells/Mr. Smith

This letter is to express our gratitude for the continued effort that your team has provided on various University Housing & Dining projects over the 2013 Fall Semester. The successful completion of these projects has helped us to continue to provide food and shelter for Clemson University students, faculty, and staff and achieve many of our departmental goals. We value you as a partner and look forward to future endeavors.

Thank you,

Doug Hallenbeck, Ph.D
Assoc. VP & Executive Director of
Housing & Dining

Randy Rice,
Director of Housing & Dining

Anthony Harvey,
Assoc. Director for Residential &
Dining Facilities

James Bonney, PE, LEED AP
Assoc. Dir. of Residential Facilities

Bill McCulley,
Res. District Manager Housing &
Dining

Pete Barone
Senior Food Service Director
Housing & Dining



Email to Michael Smith,

I wanted to let you know I really appreciate all the help from your staff to complete our projects over Christmas break, especially Rick Owens. Rick went above and beyond to meet contractors here to open doors before and after hours, and even bringing construction materials with him on his way in from Greenville to help a project along. Rick was able to meet a very challenging deadline at Chick-fil-a and also keep Paw Mart and Snax N Stax ahead of schedule. I again really appreciate the help.

Thank you,

Anthony Harvey
Associate Director for Residential
& Dining Facilities

Nuts & Bolts

Reassignment of Duties

Telecom and Verizon requests/concerns should now be directed to Chris Kohler. Cecelia Jackson will be handling uniforms. A uniform survey will be coming out within the next couple of months in order to evaluate the current program and plan for contract renewals next year.

Safe Driver Training will be conducted by the Office of Risk Management on February 11th, 28th and March 11th in the Jordan room and will begin at 8 AM.

Any new employees required to drive a University vehicle must attend Safe Driver Training. Please contact Cecelia Jackson to register for upcoming classes. She will need the employee's driver's license number, clock number, and date of birth.

Safety Incentive Plan

(Continued from page 1)

may opt to do so. Earned points will be recorded on a master spreadsheet by the Safety Coordinator/Manager.

Individual shops may post the current earned point standing for their employees on a safety communication board located in the shop area.

More information about the Safety Incentive Program will be presented at the upcoming shop safety meetings in February/March.

Contact Cecelia Jackson or Tim Nix for further information.





*Please Join Us
For a Hot Dog
Lunch*

**To Benefit
Keith Chapman**

March 4th at 12pm

University Facilities Back Parking Lot

Many thanks to the CU Athletic Department for their generosity in donating items for a raffle. All proceeds will go to help the Chapman family defray medical costs.

Items to be raffled include: A Clemson Football signed by Dabo Swinney, a Clemson Nike pullover, and an Orange Bowl hat and T-Shirt combo. Tickets can be purchased for \$1.00 each. Please see Cecelia Jackson or Colleen Caracciolo.

Birthdays

February

2/1 Teresa Blanding
2/2 Bobby Cansler
2/3 Bill Carson
2/6 Rodney Morgan
2/7 Jenny Peay
2/10 Harry Kirby
2/11 Tim Brown
2/13 Jack Patterson
2/18 Stephen Gillam
2/23 Tammy Putnam
2/23 Rico Cruz
2/24 Robbie Briggs
2/25 Steve Black
2/28 Greg Telley

University Facilities Newsletter,
January/February 2014
Published bi-monthly by UF Support
Services Cecelia Jackson, Editor 656-0608

Service Awards

Michael Smith 40 Years
Harry Kirby 30 Years

New Hires

Kevin McDonough, Capital Projects
Mark Gilbert, Recycling
Ben Quarles, High Voltage
James Stewart, Landscape

Retirees

Roger Arflin 21 Years
Ken Rampey 12 Years
Eric Martin 15 Years
Ricky Patterson 8 Years



March

3/4 Adrienne Gerus
3/5 Sherry Newton
3/8 Cecelia Jackson
3/9 Gary Shaw
3/9 Scott Hallquist
3/10 Chris Addis
3/12 Lisa McElveen
3/13 Ed Moller
3/16 Allen McLane
3/16 Lisa Stovall
3/16 Daniel McAnulty
3/17 Furman Stewart
3/19 Johnanna Rice
3/19 Lucille Ware
3/20 Phillip Addington
3/21 Bob Wells
3/22 Chris Fleischer
3/22 Wesley Smith
3/24 Tim Dantz
3/25 Bill Muth
3/25 Derek Ham
3/27 Keith Martin
3/27 Herb Parham
3/28 Odean Bush
3/28 Arpit Singh
3/31 Betty Alexander
3/31 Dwight Watson

Safety Meetings Topic: PPE

Area:	Date:	Time:	Location:
Central	3/11	12:30 pm	Central Shop
East	2/11	12:30 pm	East Shop
West	2/13	12:30 pm	West Shop
Structural	2/17	12:30 pm	B100 Breakroom
Utility Maintenance	2/20	12:30 pm	B100 Breakroom
UT Const. UT High Voltage UT Chiller Plant	2/25	12:30 pm	Utility Shop
CEF	Online	TBD	CEF
Maintenance Store	Online	TBD	Stores
WWTP	2/28	10:00 am	WWTP
Custodial Gantt	3/4	10:00 am	Custodial Shop
Custodial Austin	3/4	10:00 am	Custodial Shop
Recycling	3/4	10:00 am	Custodial Shop
Landscape	3/7	10:00 am	Landscape

Hazardous Weather Leave

Governor Haley has elected to grant leave with pay for State employees for absences occurring during certain hours and in specific counties from Jan. 28, 2014 through Jan. 30, 2014, taken as a result of hazardous weather conditions.

For those employees who did not work, please enter time as forgiven. For the employees that did work, please enter their time as normal time.

For questions, contact the Brenda Knighton at 656-0834 or Teresa Blanding at 656-6754.



Scott Pugh and Craig Allen at the MICRO PHOTONICS CLEAN ROOM installing water filtration systems.

Christmas 2013 Door Prize Winners

	Vendor	Item	Winner
1	Johnson Controls	Large Cooler gift basket w/Sbuck GC	Corinthia Williams
2	Turbocare	20 Volt Dewalt Drill/Driver Kit	Ashley Reynolds
3	Moore & Balliew	Exxon Mobile Tanker Truck Collectible w/hat	Jenny Peay
4	Aeration Indust & Waste Indust	Coffee Mug w/hat \$50 Best Buy Gift Card	Ryan Campbell
5	CE Bourne & H2O Meyer	\$100 Visa Gift Card & Calendar	Mark Wilson
6	Priority Services & Pendleton Tire	\$35 Oil Change Gift Certificate/ Hat	Keith Jones
7	CU Athletics & Peritus Engineers	2 VMI Basketball Tickets \$25 Outback Gift Card	Lisa McElveen
8	Greenguard & C&C Boiler	First Aid Kit \$50 Visa Gift Card	Rod Oliver
9	Cullum Services	\$100 Lowes Gift Card	Ron Staton
10	Johnson Controls	Large Cooler gift basket w/Sbuck GC	Bob Jennings
11	Moore & Balliew	Case of Mobil 1 Synthetic Oil w/hat	Greg Telley
12	Carson's Nut-Bolt & Tool	18 Bolt Dewalt Drill/Driver Kit	Dave Vandeventer
13	Design South	Harry & David gift basket	John Howard
14	Johnson Controls	Box of Candy and Gift \$20 Rest. GC	Evelyn Gantt
15	GCA Services	\$100 Visa Gift Card	Daniel McAnulty
16	Aeration Indust & Waste Indust	Coffee Mug w/hat \$50 Best Buy Gift Card	Eric Martin
17	Vulcan & A&W Technologies	Coffee Thermos w/hat \$40 Walmart Gift Card	Carl DuBose
18	Automotive Repair Svc of Seneca	Lube/Oil/Filter Change & Hat	Craig Allen
19	Hutch-N-Son Construction	1 load double ground mulch delivered & Hat	Kevin McDonough
20	Trane	\$25 Outback Gift Card & Multifunctional Tool	Brad Felty
21	ServPro & C&C Boiler	Coffee Thermos w/candy \$50 Visa Gift Card	Keith Gates
22	Peritus Engineers & Pendleton Tire	\$25 Home Depot Gift Card & Hat	Brad Goff
23	A & W Technologies	\$50 Outback Gift Card & Hat	Rodney Morgan
24	Zorn	\$50 Lowes Gift Card & Hat	Annette Thomas
25	CU Athletics & Duke Energy	2 VMI Basketball Tickets \$25 Outback Gift Card	Joyce Peebles
26	Tigertown Graphics	XL Golf Shirt	Tommy Watt
27	Hajoca & RMF Engineering	Neoprene Bottle \$50 Mellow Mushroom GC	Ronald Hall
28	Design South	\$25 Chilis Gift Card	Tim Harvey
29	Cartee Towing & H2O Meyer	\$50 Restaurant Gift Card and Note Pad	Lynn Boiter
30	Johnson Controls	Large Cooler gift basket w/Sbuck GC	Derek Ham
31	Peritus Engineers	\$25 Lowes Gift Card & Hat	Don Keasler
32	RMF Engineering & Pendleton Tire	\$50 Mellow Mushroom GC & Yokohama Hat	Tony Putnam
33	Johnson Controls	Box with \$20 Rest GC and Flash Drive	Yvonne Fruster
34	Automotive Repair Svc of Seneca	Lube/Oil/Filter Change & Hat	Allen McLane
35	Design South	Harry & David gift basket	Daniel Springs
36	Aeration Industries & A&W Tech.	Coffee Mug w/hat \$40 Walmart Gift Card	William Lecroy
37	Vulcan & A&W Technologies	Coffee Thermos w/hat \$40 Walmart Gift Card	Tom Minor
38	Duke Energy & City Electric Anderson	\$25 Outback Gift Card & LED Flashlight	Howard Holland
39	A & W Technologies & H2O Meyer	\$50 Outback Gift Card w/Calendar	Brian Patterson
40	Clemson Athletics & Duke Energy	2 VMI Basketball Tickets \$25 Outback Gift Card	Kevin Roach
41	Greenguard & Air Centers of Carolinas	First Aid Kit \$50 Tuckers Gift Card	Mack Whitmire
42	Design South	\$25 Olive Garden Gift Card	Brenda Knighton
43	City Electric of Anderson	Tape Measure and Screwdriver Set	Johnanna Rice
44	Trinity Consultants	\$50 Lowes Gift Card	Odean Bush
45	Johnson Controls	Large Cooler gift basket w/Sbuck GC	Roshell Hicks

Christmas 2013 Door Prize Winners

	Vendor	Item	Winner
46	Johnson Controls	Box with \$20 Rest GC and Flash Drive	Steve Fisher
47	Vulcan & A&W Technologies	Coffee Thermos w/hat \$40 Walmart Gift Card	Scott Feagan
48	RMF Engineering & Pendleton Tire	\$50 Mellow Mushroom GC & Yokohama Hat	Allan Garrett
49	Cartee Towing & H2O Meyer	\$30 GC to Texas Roadhouse & Note Pad	Sandra McCurry
50	Auto Repair Svc of Seneca & Trane	Lube/Oil/Filter Change & Sheffield Knife	Stanley Trammel
51	Design South	\$25 Longhorne Gift Card	Michael Smith
52	Zorn & Pendleton Tire	\$50 Lowes Gift Card & Hat	Greg Gibbs
53	Carolina Architectural Lighting	\$50 Lowes Gift Card	Kathy Jackson
54	Design South	\$25 Outback Gift Card	Billy Pinson
55	Heratige Tile	\$50 Home Depot Gift Card	Chester Medlin
56	A & W Technologies	\$50 Outback Gift Card	Matthew Garrison
57	GCA Services	\$100 Visa Gift Card	Wayne Atkinson
58	Design South	\$25 Red Lobster Gift Card	Elizabeth Osell
59	Johnson Controls	Large Cooler gift basket w/Sbuck GC	Paul Minerva
60	RMF Engineering	\$50 Mellow Mushroom Gift Card	Furman Stewart
61	Design South	\$25 Ruby Tuesdays Gift Card	Lonnie Swafford
62	City Electric of Anderson	Tape Measure & Pocket Screwdriver Set	Chris Kohler
63	Design South	\$25 Olive Garden Gift Card	Wanda Smith
64	Design South	\$25 Applebees Gift Card	Michael Schoen
65	Cullum Services H2O Meyer Consulting	\$100 Lowes Gift Card & Calendar	Mark Smith
66	Clements Electrical & ServPro	\$25 Cracker Barrell GC and Coffee Thermos	Marlin Norris
67	Clements Electrical & H2O Meyer	Old Timer Knife & Note Pad	Linda Jennings
68	Trane	\$25 Outback Gift Card & Multifunctional Tool	Dennis Roach
69	GCA Services & H2O Meyer	\$100 Visa Gift Card & Calendar	Warren Scovill
70	Enterprise & Pendleton Tire	Full Size Weekend Rental & Visor	Dwight Watson
71	Crestwood Electrical & H2O Meyer	\$25 Home Depot Gift Card & Note Pad	Steven Bowen
72	Clemson Athletics & Duke Energy	2 VMI Basketball Tickets \$25 Outback Gift Card	Herb Parham
73	Cartee Towing & H2O Meyer	\$25 Restaurant Gift Card and Note Pad	Steven DuBose
74	Trane	\$25 Outback Gift Card & Sheffield Knife	Scott Richey
75	Clements Electrical & H2O Meyer	Bear & Son Cutlery Knife & Note Pad	Clara Ditty
76	NAPA Auto Parts	12 Ft Jumper Cables	Tony Morris
77	Automotive Repair Service of Seneca	Lube/Oil/Filter Change	Mark Burnside
78	City Electric of Anderson	Tape Measure and Screwdriver Set	Mark Albertson
79	Clements Electrical & H2O Meyer	Schrade Knife and Note Pad	Jeff Baker
80	Trane	\$25 Outback Gift Card & Sheffield Knife	Annie Lee
81	Hill Electric	\$50 Lowes Gift Card	Randy Medlin
82	Bush's Auto Service	Computer Diagnostic Test	David Sibilio
83	Pendleton Tire	Yokohama Hat/T-Shirt & Duffle	John Buffington
84	GCA Services	\$100 Visa Gift Card	Roger Arflin
85	Fike Recreation	Women's Work Out Back w/goodies	Rick Owens
86	Fike Recreation	Men's Work Out Back w/goodies	T.W. Gideon
87	Trane	Sheffield Knife & Multifunctional Tool	David Finger
88	Hill Electric	\$50 Lowes Gift Card	Tim Brown
89	Pendleton Tire	Yokohama Hat/T-Shirt & Duffle	Roy Smith
90	Air Centers of Carolinas & SH Carter	All Weather Jacket & \$75 Academy Sports GC	Tiajuana Black