



North Carolina Department of Environment and Natural Resources

Division of Waste Management

Beverly Eaves Perdue  
Governor

Dexter R. Matthews  
Director

Dee Freeman  
Secretary

January 14, 2011

Lamont Smith  
Recognition Program Manager  
Occupational Safety and Health Division  
NC Department of Labor  
4 West Edenton Street  
Raleigh, NC 27601

Dear Mr. Smith,

Enclosed is the NC Division of Waste Management's 2010 Annual Report for North Carolina Public Sector Star Recognition Program. Division management and our Health and Safety Committee continue to work diligently to achieve measurable health and safety success. If you have any questions, please feel free to contact me.

Sincerely,

Dexter R. Matthews, Director  
NC Division of Waste Management

**NC DIVISION OF WASTE MANAGEMENT  
PUBLIC SECTOR STAR SITE  
2010 Annual Review**

**1. Management Commitment and Leadership**

There have been no changes in management's commitment and leadership. Senior management continues to discuss safety at staff meetings and encourages line supervisors to do the same. Management also encourages employee participation in the safety committee.

**2. Accountability**

There have been no changes in accountability. DENR continues to use a Department wide performance evaluation, which includes safety performance.

**3. Disciplinary Program**

DENR continues to use a Department wide performance evaluation which includes safety performance. Staff is evaluated based on their attendance in safety training, participation in the safety program and consistency in recognizing workplace hazards.

**4. Injury and Illness Rates**

Four-year average rate for both total recordable cases (TRC), and days away, restricted and transferred (DART) cases. (Central Office Only)

**Total Recordable Cases (TRC)**

Year	Recordable cases	÷ Total Work Hours	x 200,000	= Total recordable cases
2007	0	272,500	200,000	0
2008	1	277,200	200,000	0.73
2009	0	275,300	200,000	0
2010	0	265,250	200,000	0

**Four-Year Average- 0.18**

**Days Away, Restricted and Transferred (DART)**

Year	Lost/Restricted Workdays	÷ Total Work Hours	x 200,000	= Days away, restricted and transferred
2007	0	272,500	200,000	0
2008	0	277,200	200,000	0
2009	0	275,300	200,000	0
2010	0	265,250	200,000	0

**Four-Year Average- 0.00**

## **5. Employee Participation**

Employees continue to assist with all aspects of the safety program, including providing input in the selection of safety equipment, and coaching new and existing employees. Employees are encouraged to serve on the safety committee.

## **6. Self-Inspections**

Central office safety inspections are conducted at the end of every quarter.

A log of hazards is maintained to ensure hazards are corrected. Most hazards involved electrical issues, improper storage, and maintaining exit lights and signs. Employees are encouraged and do assist with these inspections.

The Safety Committee continues to perform safety inspections at Regional Offices every six months. These inspections are identifying fewer hazards compared to previous inspections.

## **7. Employee Hazard Reporting System**

Most employees feel free to express their concerns to supervisors, management, and/or safety professionals. If not, DWM does provide a safety suggestion box; suggestions received are brought to the attention of the safety committee. Few anonymous concerns are received.

## **8. Accident/Incident Investigation**

Thirteen incidents occurred throughout the Division during 2010. Seven were insect bites that did not result in injury or illness. There were three vehicle accidents that resulted in one injury. The remaining incidents were back injuries due to slip, trip, and falls. A total of three incidents were recordable due to use of over the counter drugs used at prescription strength.

## **9. JSA/Process Reviews**

JSA's for the Sections are revised as needed. There have not been any significant changes in roles and responsibilities.

## **10. Safety and Health Training**

Training remains the core of our safety program. Changes for 2010 involve updating and online classes to ensure all employees are able to receive necessary training with anticipated budget restrictions.

## **11. Preventive Maintenance**

The Division has very few items requiring preventive maintenance except for vehicles which receive regular maintenance.

## **12. Emergency Programs/Drills**

Written emergency plans were revised to include new staff. The Division's Business of Continuity (BOC) plan was revised for 2010. Fire and tornado drills have been conducted as necessary.

## **13. Health Program**

Health surveys continue to be completed as needed. Surveys conducted in 2010 evaluated mercury vapor and noise exposure. Results from the surveys indicate adequate protection is provided to employees although equipment has been purchased for exposure to mercury vapor for some situations.

## **14. Personal Protective Equipment**

There have been no significant changes in personal protective equipment.

## **15. Safety and Health Staff Involved with Changes**

The Division has two full time safety and health professionals. Both remain actively involved with all aspects of the health and safety program.

## **16. Contractor/Temporary Employee Safety**

The Division uses several temporary employees to complete needed tasks. These employees receive initial safety training as well as ongoing training as needed.

## **17. Medical Program**

For employee convenience and added efficiency, DMM added two health care facilities to its list of medical monitoring providers: Northeast Medical Center in Concord, and the ECU Brody School of Medicine in Greenville. DWM continues to use Duke Occupation in Durham and OccuMed in Asheville.

## **18. Resources**

The Division has two full time safety professionals: Brian Polk and Dave Lilley. Both have maintained professional certifications (CSP, CIH, MESH, and EMT).

### **Additional Information and Goals:**

#### **Accomplishments:**

- **Safety Awards:** All offices received a safety award for safety performance in 2010.

#### **Goals for 2011:**

- Offer mentoring to other employers.
- Devolve more opportunities for staff to participate in the safety program.
- Include Safety in project planning
- Expand Safe Driver Program

#### **Success Stories:**

- NC DWM was recertified as a Public Sector Worksite in 2009
- **NC STAR Conference:** The Division attended and assisted Northeast Team with the STAR conference.