

THE HEADLINER



Network Cable Systems, Omaha Works

November 1993



Photo by Linda Ryan

*We give
thanks*

Omaha Works employees traditionally show their thanks for their blessings by giving generously of their money and time especially during the holidays. The fall food drive is successful because of people like Vicki Fitzgerald (front, from left), Bonnie Stuto, Paul Perez, Jim Frahm (back), Oliver Whitaker and Cora Dennes. For more on how we give thanks, turn to a feature story on Page 2.



An Omaha Works tradition: Reach out and help

The caring nature of Omaha Works employees shows itself clearly especially during the Thanksgiving and Christmas holiday seasons.

It starts early with participation in the Salvation Army *Dress-a-Doll* and *Dress-a-Bear* project, and the *Mitten Tree* project.

This year employees, family members and friends dressed more than 800 dolls and bears, according to project chairman Bonnie Anderson.



Maryann Rutten, who coordinated the Mitten Tree, said the Pioneers donated funds to buy 483 pieces of miscellaneous knitwear, including mittens, hats and scarves. The Works Crochet Club donated 147 similar pieces including lap robes, all handmade.

THE HEADLINER

The Headliner is an internal publication of the Omaha Works, produced monthly by the public relations department. It is printed by the Works print shop.

Your comments and suggestions are welcome and should be directed to:

Linda Ryan, Editor
Ext. 3795.

The next issue will be published on Dec. 15, 1993. All news items should be in to the PR office by no later than 9 a.m. Monday, Nov. 29, 1993.

The items will be distributed to local needy families and nursing home residents.

The fall *Food Drive* (another is held in the spring) collected \$2,000 in cash donations and 125 pounds of non-perishable food goods. Employee cash donations amounted to \$1,627.46, with Pioneer funds rounding off the final figure, said Dennis Karloff, who helped coordinate the drive.

The money was used to buy meat products from United A-G stores. All food items were given in time for Thanksgiving to the Omaha Area Food Bank, which stocks the city's food pantries.

"Doug Study, Bonnie Stuto (who also helped with the drive) and I are grateful to everyone who contributed to the effort," Karloff stated. "And a special thanks to employees who served as reps in work areas to collect donations."

Similar projects to benefit the community are under way or scheduled for the weeks ahead:

•Toy Drive. This annual effort runs Nov. 11 through Nov. 19. Employees may donate money or a purchased toy. Chairperson Larry Cherry said money collected will be used to purchase an assortment of toys. Before all of the toys are given to the Salvation Army for distribution to needy youngsters at Christmas, they will be displayed in the Works auditorium on Nov. 23 and 24.

•Turkeyfest. The Pioneers are looking for employee volunteers to help cook 36 turkeys for the Salvation Army's



Thanksgiving Day dinner for needy and homeless individuals.

Help also is needed to dry and cut bread for dressing, bake cookies, deliver meals or help in the Army's kitchen on Thanksgiving Day, said Bill Sucha, Turkeyfest coordinator. Signup forms are available at the Pioneers office.

•Bell Ringers. A signup is under way for volunteers to be "bell ringers" at Salvation Army kettles in the annual Tree of Lights fund raiser. Co-chairpersons Karolyn Allen and Bob Dusek said volunteers will accept contributions for the campaign at various department stores.

The signup board in the main cafeteria shows that more than 300 posts must be filled, each for two-hour intervals, through Dec. 18. Volunteers particularly are needed for Nov. 26 and 27 (after Thanksgiving) and Dec. 1 - 4. Participants are encouraged to sign up in pairs.

•Angel Tree. Mike MacVittie is heading a project in which employees volunteer to pick a first name that, this year, will be one of the residents at the Thomas Fitzgerald Veterans Home. Volunteers then buy a Christmas gift suitable for the man or woman whose name they have selected, wrap it with the name marked on a tag, and give it to the Pioneers to distribute at the home.

The names to choose are written on paper "angels" that will decorate a tree in the main cafeteria shortly after the Thanksgiving holiday, he said.

•Shut-in Sunday. Sometime in December volunteers will be needed to help the Salvation Army distribute gift packages to homebound individuals, many not having families with whom to spend the holidays.

The packages will be delivered on a Sunday, the date of which was not available at press time. ■

Iso audit, CSQP meeting results are favorable

The Omaha Works received good marks in the ISO 9001 audit, and at the Customer/Supplier Quality Process (CSQP) management team meeting that both took place last month.

Paul Baumann, ISO 9000 implementation and documentation manager, said non-compliance notes (pertaining to the Works' application for ISO 9001) that were previously rated as "hold" were either cleared or upgraded to "ongoing improvement."

This means that "the audit team

will recommend to the ISO board that the copper apparatus and electronic wire and cable (EW&C) business units be ISO 9001 registered," Baumann said, including supporting lab sites in Atlanta, Ga., and in Whippany, Chester and Middletown, N.J.

The CSQP team reviewed the status of action items, identified at previous meetings, and product quality ratings.

"In general, we had to have all action items addressed, pending or closed," Baumann said. At the October meeting, the team closed 12 of 19 action items, and seven are now pending.

The management team will now

recommend to the CSQP Quality Product Team (comprised of regional Bell operating companies--RBOCs--and Bellcore) that the Works be granted "recognized status."

The RBOCs, Baumann noted, look to buy from "recognized status vendors," a point in our favor in selling our products to them.

Saab, Munoz share bargaining responsibilities

Gene Saab, who has been labor relations, security and wage practices

(Continued on next page)



Get ready for a Christmas Party Scrooge himself won't want to miss!

Saturday, December 11, 1993
Omaha Works
1 to 4 p.m.

Sponsored by the WEOMA Club

Santa
Gifts
Clowns

Entertainment
Refreshments

Mark your calendars,
and watch for details!



(Continued from previous page)

manager at the Omaha Works, has been named the co-bargaining agent at the Works.

As of Nov. 1, 1993, he has been promoted to manager, labor relations and bargaining agent.

Richie Munoz will be transferred here from the Phoenix Works and will have concurrent authority with Saab as manager of labor relations and bargaining agent.

More than 500 attend Pioneer Cultural Fair

The Cornhusker Pioneers are counting its first Cultural Fair to be held at the Works as a rousing success.

"We've gotten a lot of good responses from people," said Pioneer chapter president Harvey Palmer, "including comments from people who were sorry they missed it."

The fair was held during the lunch/dinner periods of all three shifts on Nov. 3 in the auditorium. It featured displays by the Pioneers, Alliance and Hispa groups and the newest group recognized by AT&T, Women of AT&T. Free popcorn and punch were provided.

Fair-goers were eligible for two drawings at the event. Willie Davis won the drawing for an AT&T Feature 700 telephone and Bob Guyton won a drawing sponsored by Hispa for a dozen enchiladas.

Palmer said the Pioneers plan to hold another Cultural Fair in mid-March. He anticipates that it will include even more culturally diverse groups, provided they are recognized organizations within AT&T.

Women of AT&T meets Nov. 20

The next meeting of the local chapter of Women of AT&T will be a "working breakfast/brunch" meeting on Saturday, Nov. 20 at the Charter House Restaurant, Solarium

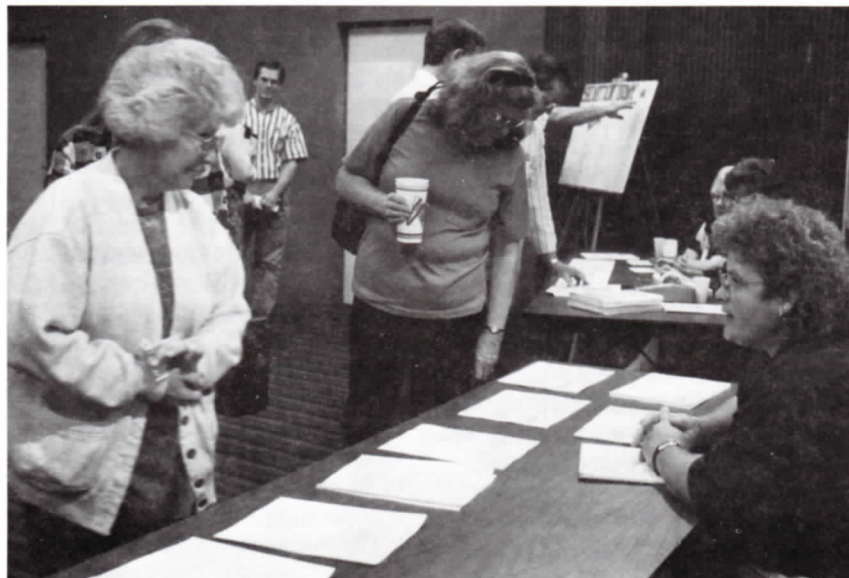


Photo by Linda Ryan

READ ALL ABOUT US...Sharon Brown (right) greets visitors to the Cultural Fair in the auditorium with literature about Women of AT&T, of which a local chapter is being organized.

Room (107th and Pacific streets). The meeting will be held from 9 to 11 a.m.

The group is in its formative stages, working on the nomination and election of officers, preferred meeting dates and the format for meetings.

The meeting is open to all employees at the Works. Questions about the group should be directed to Gail Merrick on Ext. 3597 or Sharon Justsen on Ext. 4946.

Employees meet in January on VPP program

The Omaha Works Union/Management Safety Committee is gearing up for all-employee meetings in January that will focus on the Works' participation in the OSHA Voluntary Protection Program (VPP).

A new process by which employees may voice their concerns on safety issues will be unveiled at the meetings. The process is designed to ensure confidentiality and improve feedback to employees on safety matters.

Employees also will learn more

about VPP: How the program offers a closer working relationship with OSHA, and how to be ready for a VPP safety audit slated for after the first of the year.

The slogan for VPP is "OSHA, labor and management working to protect the safety of all employees." To help create an awareness of the program, the safety organization sponsored a contest in which 50 employees selected at random who correctly repeated the slogan were awarded travel alarm/radios.

The following is a list of winners:

Gary Dyke, Carmen Vacanti, William Stoner, Mike Brown, Jerry Janulewicz, Doug Sieburg, Roberta Cubrich, Ronald Schaaf, Oliver Whitaker, Leonard Zealand, John Maxwell, Harolyn Ostrand, Marcella Dergan, Teresa Kottwitz, William Baldwin, Eileen Bullard, Joyce Taylor, Laverne Krysl.

Donna Schwenck, Julie Nielson, Marlene Riley, Nancy Mentzer, Jacklyn Larkin, Fred Bednarz, Kevin Rogers, Carrie Barclay, Charles Lindquist, Frank Tesnohlidek, William Lawson, Dorothy Mitchell, Nathaniel Mickles, Rodolfo Delgado,

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Richard DeChriste.

Arnel Citurs, Virginia Davis, Jerald Golmanavich, Mondo Marcuzzo, Thomas Johnson, John Kmiecik, Jannie Nelson, Marvin Abramson, Frank Centamore, Chris Garrett, Louise Carlson, Timothy Klimiuk, James Stoltenberg, Everett Peterson, James Kajdasz, Patricia Wentz and Roger Swanson.

Howard Rhoten awarded patent

A U.S. patent has been awarded to Howard Rhoten of the Works and John Golden of Bell Labs in Whippany, N.J., for their "field encapsulatable splice cabinet."

This is the first patent for Rhoten,



Howard Rhoten

who said that he and Golden devised a method that allows installers to encapsulate (a means of protecting against the elements) splice cabinets in the field, instead of our encapsulating them here at the factory.

Encapsulating in the field eliminates having to ship heavy cable, reducing the size and weight of the shipping container.

"This is less costly (for the customer) and there is less chance of damage to cable in shipping," Rhoten

said.

He added that they developed their method in response to a request by one of our customers, US West.

Alliance installs new officers

The Omaha Chapter of the Alliance of Black Telecommunications Employees, Inc., has installed new officers for the 1994-95 year.

They are: Jimmy Webster, president; Mozella Grigsby, vice-president; Johnnie Shambley, secretary; Charles Taylor, financial secretary; Cassie English, treasurer; Cass Perry, parliamentarian; and Ethel Payton, sergeant-at-arms.

(Continued on next page)

Life after high school

If you're the parent of a high school student or graduate, you probably know that helping your child get into and pay for college—or make any other decisions about life after high school—can be time-consuming and complicated. Now you can get help by calling: **1-800-635-0606**

It's part of a free college and post-secondary counseling service available to you through a company benefit program. When you call the service, you'll be able to talk with a Work/Family Directions specialist who'll give you information and resources you can use to help your child:

✓ Make important choices about what to do after high school.



✓ Find the right program or school. Includes everything from selecting the right school to how to handle interviews and fill out application forms.

✓ Figure out how to pay for it all. A specialist will help you understand the financial aid process and send a Financial Aid Planner.

Call 1-800-635-0606 weekdays 6 a.m.-8 p.m.; Saturdays 8 a.m.-2 p.m., CST

V.P. duties encompass local and international support

John Heindel met with first-shift employees early in October. Issues relating to diversity that were discussed at the meeting were reported in the October 1993 issue of the Headliner. The following is a summary of his remarks on other topics made at the October meeting as well as questions and answers. Also included are several questions and answers from an earlier meeting with employees that was held in late July.



Opening remarks

Customer update

I would like to give you an update on our global sales thrust. An increasing amount of my time is spent in the global marketplace as we continue to grow our sales and support this growing customer base:

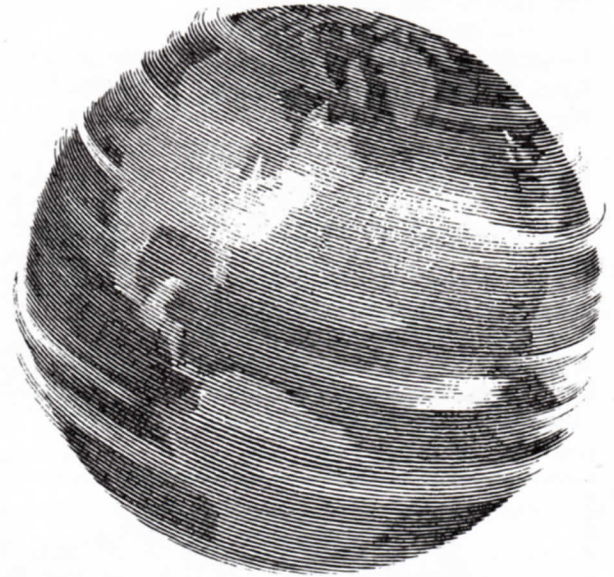
Malaysia. I attended an annual sales seminar that included 150 of our customers and our sales staff. I'm impressed with our sales staff there. They're talented and very customer focused, and I expect to see continued growth in sales of our products.

Thailand. We have manufacturing operations there in support of AT&T Switching Systems. We ship parts there from Omaha for final assembly, and 1994 will be the first full year of production. Competition for approval by the Thai government is fierce, and we still have numerous obstacles to overcome.

China's infrastructure has grown dramatically. I'm confident AT&T will have a significant position in that market.

China. The infrastructure has grown dramatically in just a few short years there. I'm confident that AT&T will have a significant position in the market that will include mainframes, wire, switching systems, apparatus and cabinets. While in China, I signed a joint venture agreement to produce central office cable for the local China market.

Venezuela. Our 40-type cabinets are selling well in



Venezuela, and there are many sale opportunities for more of our current products. The Venezuelan phone company is partially owned and run by GTE, with whom AT&T has a solid customer/supplier relationship.

Europe. Our Systimax® products (which incorporate our copper apparatus and EW&C products) continue to grow in Europe. Now we're looking at the educational market (in this country and internationally) as another vertical market application for Systimax products.

Financials

One highlight for 1993 is the significant growth of our product sales internationally. Overall, the business will finish the year with \$10 million of additional income over what we committed to the corporation. We should finish the year with \$700 million in revenue, of which approximately \$100 million should be from non-U.S. markets.

Results show that overall business has been good in 1993. While our copper apparatus business will miss its income target, EW&C will exceed its target significantly. Depending on the opportunities that materialize, we do anticipate some growth in 1994.

Quality

We've been focusing on two major initiatives this year. One is CSQP (Customer/Supplier Quality Process) and

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the other is ISO 9001.

A CSQP team meeting will be held in late October to review the AT&T Product Change Notice System and 17 action items that have not been closed. An ISO 9001 corrective action audit also will be conducted this month.

(Editor's note: The ISO audit and the CSQP team meeting did take place with satisfactory results. Our copper apparatus and electronic wire and cable business will be recommended for ISO 9001 registration, and the CSQP team will recommend that the SBUs be given "recognized status." See article on Page 3 for details.)

Miscellaneous

Since I have been at the Works, a couple of things involving our operations have given me cause to be concerned. One is safety, the other is housekeeping.

We need to improve our safety record and house-keeping practices.

Compared to data from other AT&T locations and benchmark companies, our safety record needs considerable improvement. Injuries take away our most valuable resource--our people--and ultimately can have a negative impact on our customers and our business.

I've asked Jim LaFollette to review and renew our focus on safety. I ask all of you to think about what we each can do as individuals in this effort, and I invite your input.

As for housekeeping, I would like you to look at your work area from the perspective of our customers who walk through the factory. It's happened more than once, according to our sales reps: A customer's impression of our facilities can make or break a sale.

Poor housekeeping can be seen as a sign of sloppy work. It also can pose safety hazards. Let's do a better job of keeping our workplace cleaner.

Q's and A's

Q. Has everything been moved out of Goddard?

A. The Goddard warehouse is completely closed, and we have increased stock at the three remaining MDCs (material distribution centers).

In response to our customers' needs, we are planning to provision stock product directly to the customer from the shop floor via product and customer channel strategies.

The pilot of the product strategy, including 1061 and

DIW cable, 40-type cabinets and 841 repeaters, is expected to be operational by no later than Jan. 1, 1994.

The customer channel pilot will begin shortly thereafter and will involve Anixter and Southwestern Bell. Every product that we make for these customers will be provisioned directly from the shop floor.

We're currently in the process of making required physical rearrangements in Buildings 30 and 50 warehouses.

Q. I've heard a rumor about money being set aside for an educational center at the Works. True or false?

A. It's true. Plans are under way to establish a total learning center on Works premises as part of ETOP (Enhanced Training Opportunities Program) for represented employees.

The learning center would focus on career development or career change educational programs in addition to ETOP's existing computer-related training programs.

Sometime after the first of the year we'll be able to provide you with more details, but right now we're looking at a couple of options.

One would be a partnership with a community-based university to provide us with a career counselor, who would assist employees on all shifts with their career changes or choices.

The other involves offering classes by instructor on premises or some type of "distance learning," again working in partnership with one or more local schools.

Opportunities to provide new products lie in the interactive video market.

Q. What are our opportunities for new products, something in the high-tech arena?

A. The next generation of technology offers significant opportunity in the access arena; for example, what US West is doing now to bring interactive video to the home.

This could involve fiber to the home, and it could mean fiber with coax or twisted pair cable. It may require different types of pedestals, different terminals or system maintenances.

Meanwhile, Systimax continues to grow in the building wiring system, where we expect more opportunities for our products.

There's also a trend in central offices to package solutions to meet specific customer demands, which should broaden opportunities for products we're now manufacturing. ■

NEWS IN BRIEF

(Continued from Page 5)

November and December are busy months for the organization, starting with the national organization's annual professional development conference held Nov. 11-14 in New Orleans. Fifteen members of the local chapter attended.

The chapter's next monthly meeting is Nov. 20 at 10 a.m. at the Omaha Opportunities Industrialization Center (OOIC). Nebraska Sen. Ernie Chambers tentatively will be guest speaker.

The chapter's annual Christmas food distribution program soon will get under way, coordinated by Nick Johnson. In its fourth year of operation, members collect donated goods to make up food baskets which will be delivered this year on Dec. 11 to needy families throughout Omaha.

"We help families in need based on referrals from employees, church groups and friends," Johnson said, last year helping 25 families. "We try to make sure that each family receives at least enough food for one complete meal."

Works employees may make donations of non-perishable food items, canned meats or money by contacting one of the following: Nick Johnson, Ext. 4815 (second shift); Curtis Curry, Ext. 3897; Mozella Grigsby, Ext. 3727; Jimy Webster, Ext. 3526 (all first shift).

Teamworks needs feedback to update files

The Omaha Teamworks Idea Process program is updating its files on all ideas listed as active for 1991.

Teamworks groups are asked to review their ideas submitted in 1991 and to notify the Teamworks office on whether they should remain on file as active ideas.

Teams have until Dec. 31, 1993, to notify the office on the status of their ideas. If no response is received, the ideas will be considered rejected and will be removed from active files

effective Jan. 1, 1994.

Copies of team ideas are available through Sally Swoboda on Ext. 3619 or Shelley Anderson on Ext. 4672.

Please note that Sally Swoboda and the Teamworks office have moved to the personnel and benefits office area (Building 20, first floor).

United Way/CHAD drive tallies final figures

Works employees can be proud of the substantial contribution they have made to this year's United Way/CHAD campaign.

The in-plant drive raised \$306,293 in pledges. That amounts to 99 percent of the intended goal of \$307,000.

The coordinators of the Works

drive--Connie Schmidt, Mike Parizek and Linda Young--praised the various Works IBUs and departments whose contributions made the campaign successful.

The breakdown: 200/all resident organizations--pledged 106 percent of their group goal; 220--100 percent of goal; 230--98 percent; 240--99 percent; 250--97 percent; 270--99 percent.

ETOP certified as solution provider

The ETOP Computer Training Center has been certified as a Microsoft (R) solution provider.

What that means is that represented

(Continued on next page)

It was you.
It was me.
It was all of us.

\$306,293
in pledges
1993 Omaha Works drive

Thank you for your generous contributions.

Connie Schmidt
Mike Parizek
Linda Young

Campaign coordinators


United Way/CHAD
It's you. It's me. It's all of us.

NEWS IN BRIEF

(Continued from previous page)

employees may now call the classroom for trouble-shooting advice free of charge on MS-DOS, Microsoft (R) Windows (TM) and other Microsoft products.

Also, the training center can provide updated information on Microsoft upgrades and software tips.

The number to call is Ext. 3584 to talk to either Sue LaFayette or Miriam Stochl, instructors. Callers

are asked to leave their names and numbers if they get the answering machine.

Rhodes elected to Copper Council

Herb Rhodes, manager of AT&T Network Systems Commercial Metals Services, has been elected secretary of the American Copper Council (ACC). He will serve a two-

year term in office.

The ACC, founded in 1974, serves to examine and act upon basic issues that affect all segments of the copper industry. It also serves as an educational resource.

Membership in ACC includes producers, fabricators, merchants and consumers. Its headquarters are in New York City.

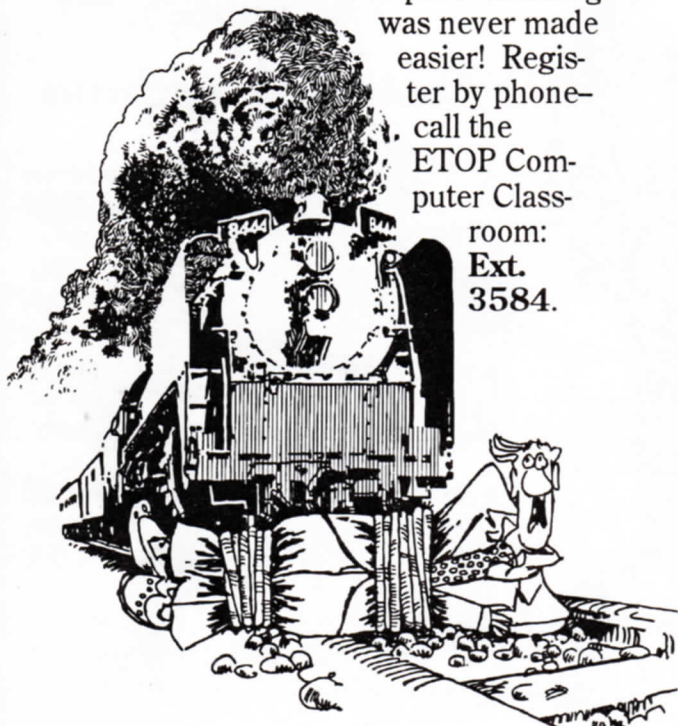
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STRAPPED FOR TIME?

Let ETOP's one-day seminars come to the rescue!

If you're a represented employee, sign up for as many of these 2 1/2-hour seminars as you want. Classes are offered during off-shift times: 8:45 a.m., 12:45 p.m. and 4:15 p.m. Learning

was never made easier! Register by phone—call the ETOP Computer Classroom: Ext. 3584.



I Hate Buying a Computer!
Saturday, Nov. 20

PrintShop Deluxe
Tuesday, Nov. 23
Saturday, Dec. 11
Wednesday, Dec. 15

PrintShop Companion
Monday, Nov. 29

Recipes for Windows
Monday, Dec. 6

News of the Past
Wednesday, Dec. 8

Installing a Modem
Friday, Dec. 10

RAM Upgrades
Friday, Dec. 10

Formatting Disks
in Windows/MS-DOS
Monday, Dec. 13

Graphs in Excel
Friday, Dec. 17

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Product quality rates an 'A'

Quality Assurance has awarded the following IBUs the grade of "A" for their product quality achievements for the October rating period. They are listed by IBU manager and/or number.

Special recognition is due to the employees in IBU 226 who make the 78, 89 and 112 connecting blocks. They've just marked their 14th consecutive month of "A" ratings.

Bob Wustrack, 228--710 connectors; 700-type connectors; 105 cable terminals.

Steve Alloway, 226--DSX; 11-type cable stubs; 78, 89 and 112 connecting blocks.

George Parkerson, 223--108 and 110 connecting blocks; 110 patch panel assemble; 110 wiring blocks.

Charity Smith, 222--Protector units, screw-in.

Steve Condra, 23H--76 and 108 terminal blocks.

250--Station wire, plenum/LAN cable; switchboard/spec cable.

November anniversaries

The following employees are celebrating milestone service anniversaries during November. The anniversary date is listed first, with service years given after the name.

11/1 Patrick Tyrance, 25
 11/1 Ronald Lemm, 15
 11/1 Dennis Kelly, 25
 11/3 Wesley Zaugg, 35
 11/3 Helga Hagood, 20
 11/3 Robert Snyder, 35
 11/3 Dwain Elsasser Jr., 10
 11/4 Everett Stewart, 30
 11/4 Grace Romero, 25
 11/4 Gary Jones, 35
 11/5 Bessie Janousek, 20
 11/5 Rose Vataralo, 30
 11/10 Carl McCann, 30
 11/10 James Mantich, 35
 11/10 Francis Henely, 35

11/10 Sharon Webster, 20
 11/10 Dorothy Aguilera, 35
 11/11 Richard Flynn, 25
 11/11 Jerry Mabbitt, 25
 11/11 Vincent Toledo, 25
 11/11 Rosemary Gonzales, 25
 11/11 James Carlson, 10
 11/12 Richard Schmitz, 30
 11/13 Ralph Wolverton, 25
 11/13 John True, 15
 11/14 Steven Bothwell, 25
 11/14 Leota Tweedy, 35
 11/15 Bi Nguyen, 15
 11/17 Larry Ainsworth, 35
 11/17 Raymond Krupa, 35
 11/17 Donald Hotchkiss, 35
 11/18 John Larrick, 25
 11/19 William Love, 35
 11/21 Shirley Doffin, 30
 11/23 Mary Perez, 15
 11/24 Stephen Pokorski, 35
 11/24 Robert Pohlmeier, 35
 11/24 Jacqueline Osmera, 15
 11/25 Geraldine Dibble, 25

December meet with Heindel

John Heindel's next meeting with employees in the auditorium is scheduled for Dec. 9 at 2:30 p.m.

Employees should check with their supervisors to see if they are scheduled to attend the meeting.

Correction

If your're going to be appreciated, you should at least know who is doing the appreciating.

Last month the Headliner erroneously credited Mike Wenninghoff with providing his employees with hero sandwiches on Employee Appreciation Day.

Actually, it was Steve Condra who served them up. His employees wanted to set the record straight and to say thanks. ■



1994 AT&T Academic Awards Program

Applications are being accepted now through Jan. 21, 1994, for the 1994 AT&T Academic Awards Program (postmark deadline is Jan. 31, 1994). If you are an AT&T parent of a high school senior who has a grade point average of 3.25 and has participated in significant community service activities, he or she is eligible to apply.

Awards to be given out include 80 scholarships of up to \$10,000 each; 920 \$200 AT&T Long Distance Gift Certificates.

Call 1-800-762-6333 for application forms and more details.

Protect against back injuries by lifting and carrying safely

(If your name appears somewhere in this article, call Ext. 3583 or Ext. 3415 to claim a \$40 gift certificate to one of six popular local restaurants. The names of two employees are featured.)

Lifting and carrying are power jobs. When you lift and carry the wrong way, you can damage your back.

Back injuries are the most common type of injury in the workplace, causing approximately 800,000 disabling injuries each year. More than half of all these injuries result from lifting.

Unlike other disabilities, back injuries are sometimes difficult to treat and may have lengthy and expensive rehabilitation times.

Whether you are lifting at home or at work, make an effort to take care of your back. The National Safety Council recommends a number of tips to prevent accidents and keep your back strong and healthy.

Power warmups

You will work better if you start each day with slow stretches. These warmups let you ease comfortably into your workday and help you avoid injuries:

Leg and back warmup. Prop one foot on a chair or a stool for support. Take a deep breath. Ease forward slowly; keep your back slightly curved. Blow outward slowly as you ease forward to a seven count. Repeat seven times. Switch and do the same with the other foot.

Backbend. Stand with your feet about 12 inches apart. Support the small of your back with your hands. Hold in your stomach firmly and take a deep breath. Arch backward. Bend your head Michael D. Nelsen and neck as you go, blowing out air slowly for seven counts. Repeat seven times.

Power lifting tips

Protect your hands and feet by wearing safety gear.

Size up the load. Tip it on its side to see if you can carry it comfortably. Get help if the load is too big or bulky for one person. Check for nails, splinters, rough strapping and sharp edges.

Lift it right. Make sure your footing is solid. Keep your back straight, with no curving or slouching. Center your body over your feet, get a good grip on the object and pull it close to you.

Pull in your stomach firmly. Lift with your legs, not your back. If you need to turn, move your feet and don't twist your back.

Tough lifting jobs

Oversized loads. Do not try to carry a big load alone; ask for help. Work as a team by lifting, walking and lowering the load together. Let one person call the shots and direct the lift. Use proper mechanical devices for heavy loads.

High loads. Use a step stool or a sturdy ladder to reach loads that are above your shoulders Barbara Morehouse. Get as close to the load as you can and slide the load toward you. Do all the work with your arms and legs, not your back.

Low loads. Loads that are under racks and cabinets need extra care. Pull the load toward you, then try to



support it on one knee before you lift. Use your legs to power the lift. Always use your stomach as a low back support by pulling it in during lifting.

Remember: A strong, healthy, powerful back is vital to your job. It also helps you enjoy life. Take steps to avoid injuries by making it a full-time job to take care of your back. ■

Running a business should NEVER be a game of chance.

*Do your
part.
Support
Workplace
of the
Future.*

OMAHA WORKS
**DESTINY
BY CHOICE**
NOT CHANCE

*Employee meetings
scheduled
Nov. 29 - Dec. 3*

