



In the Gutter

April/May 2018

MGI Newsletter



May Birthdays

Tiffany - May 7th

Kristy - May 8th

June Birthdays

None



MGI Anniversary 's

April

Chad —4/1/13—5 years

Mark—4/14/15—6 years

Jason—4/19/10—8 years

May

Rob—5/9/16—2 years

Brian—5/25/16—2 years

Alex—5/26/15—3 years

June

Kristy—6/21/17—1 year

Josh—6/28/17—1 year

Nick—6/10/13—5 years

Craig—6/13/17—1 year

Cherry Festival 5K

Saturday, July 7, 2018

Priority Health is sponsoring MGI the 5k this year.



Register from this website:

<https://runsignup.com/Race/MI/TraverseCity/MeijerFestivalofRaces>

- Join Team: Michigangutters
- Put Code: michigangutters and hit apply for FREE entry

June 1st is Sign up Deadline!



March 2018

Josh Meyers!!

GT Restoration job

He won \$40.00 to The State Street Grill

"Great job! Real happy with install!"

Extra Shout outs:

***Blake** also on the GT Restoration

***Sean & Lalo: Hobbins job**

"Super professional! Great job!"

***Alex: Antenucci job**

"Did a great job! Awesome person!"

April 2018

Mark Bagwell!!

For the Noland job

He won \$50.00 (\$100.00 Value to the new Escape Room Challenge in the Man Cave Room!

(for the Noland job)

"Your install crew were terrific on ladders. No one wavered once when they realized how high they were."

Extra Shout outs:

***Eli** also on the Noland Job

Safety Topics

Personal Fall Arrest System

And

Safe Use of Step Ladders



Welcome Rob Bacon as our New Warehouse Manager!

Rob Bacon will be moving into our Warehouse Manager Position. Rob will be coming in early to load the crews and be there to assist them in the morning if additional material on job some how is needed. USE him to help you and make each job more efficient. As a team our goal will be to have all trucks out the door by 7:30! Rob will also be assisting with customer service calls and repairs in our warranty department. In addition to managing orders in/out and material in/out Rob will be cleaning and providing customers with full gutter evaluation estimates. We are excited and know Rob will do well in his new position!!

REMINDER MGI Website

MGI Employee Log IN:

Visit: www.michigangutters.net

Click: Employees—Log In: mg-staff—Password: mgiisthebest

Crew Weekly Schedules

Monthly Newsletter

Time off Requests

Personal Info Change Request

Daily Truck Check List

Accident/Incident Report Form

Equipment Defect Report

Product & Installation

Clothing & Tool Allowance Form

Effective 06/01/2018

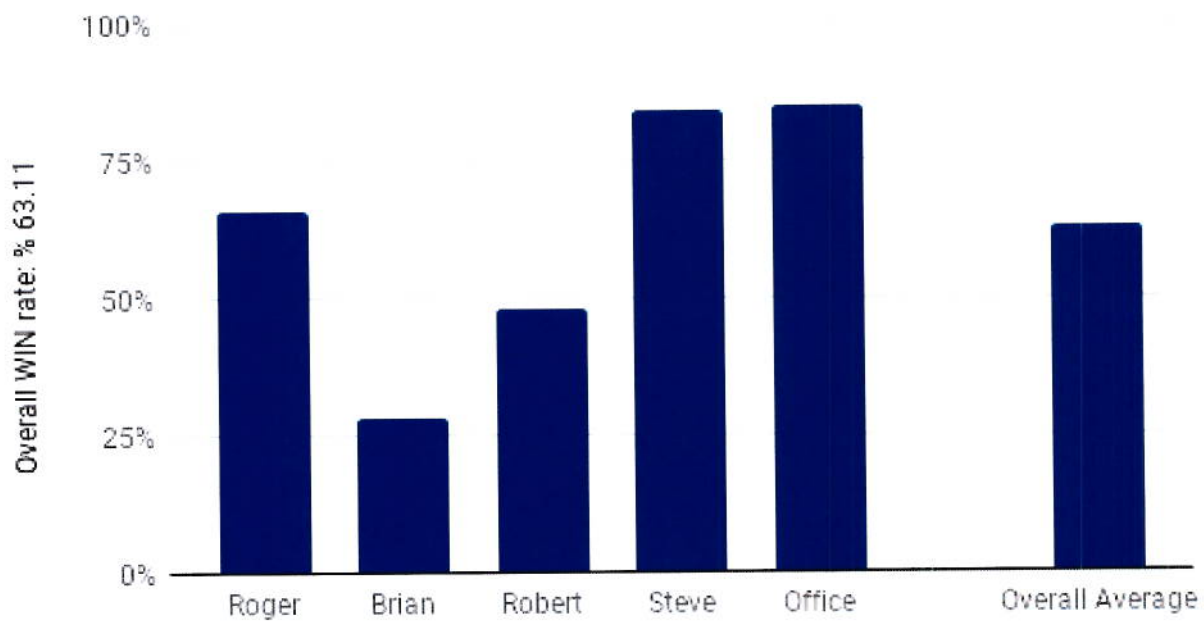
Drug Policy & Attendance Policy will be posted to our website

Please Send pictures to mgi@mypixstar.com

We USE them all time and need a lot more cover and K style pics!!!!

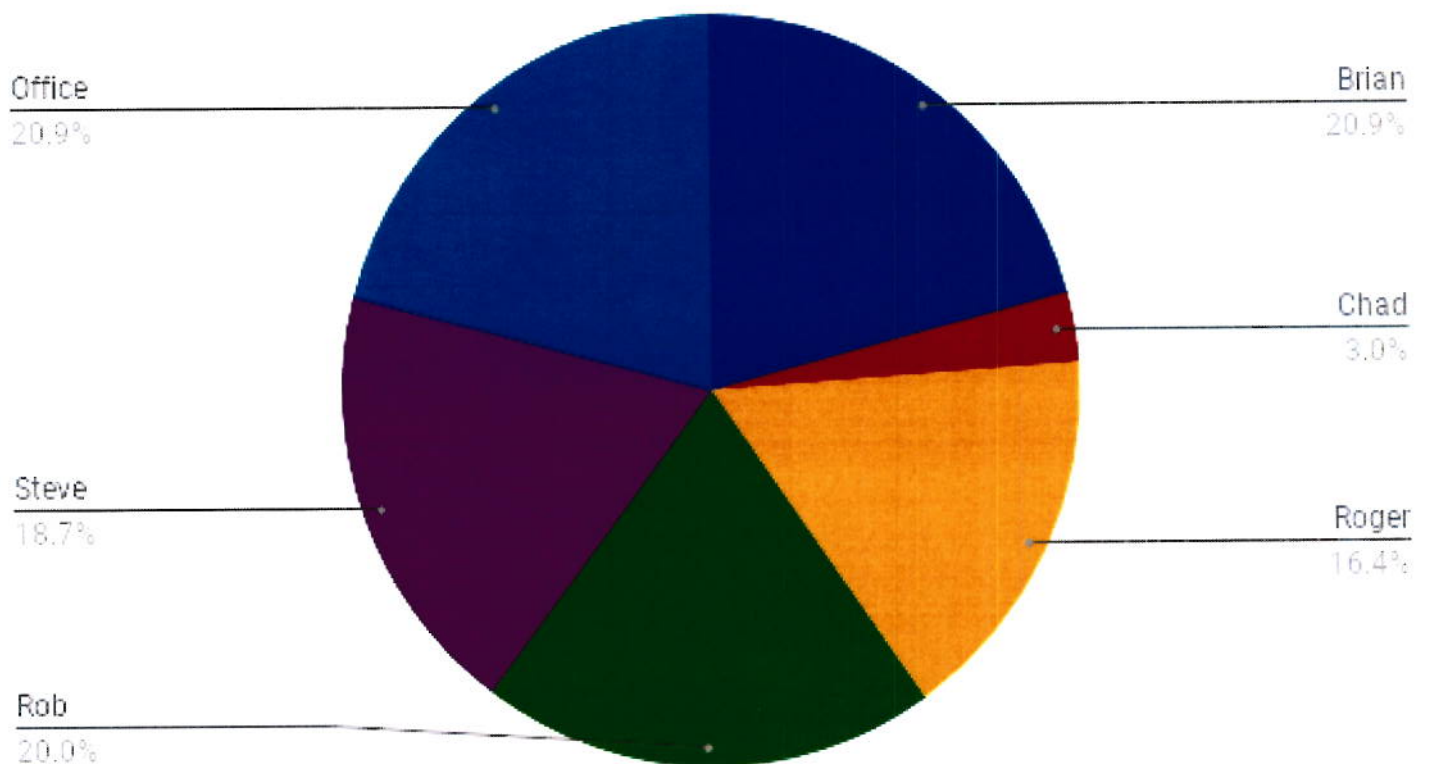
March 2018

Sales Team CLOSE Rate



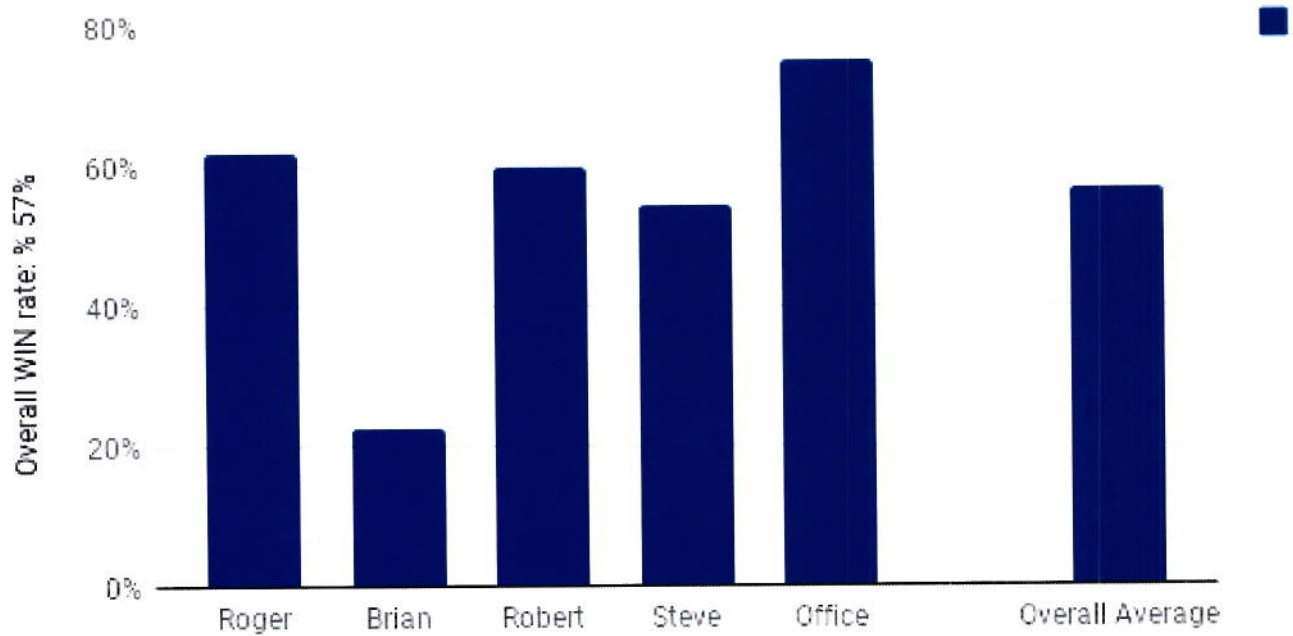
Sales Graph WIN % for March

March Sales



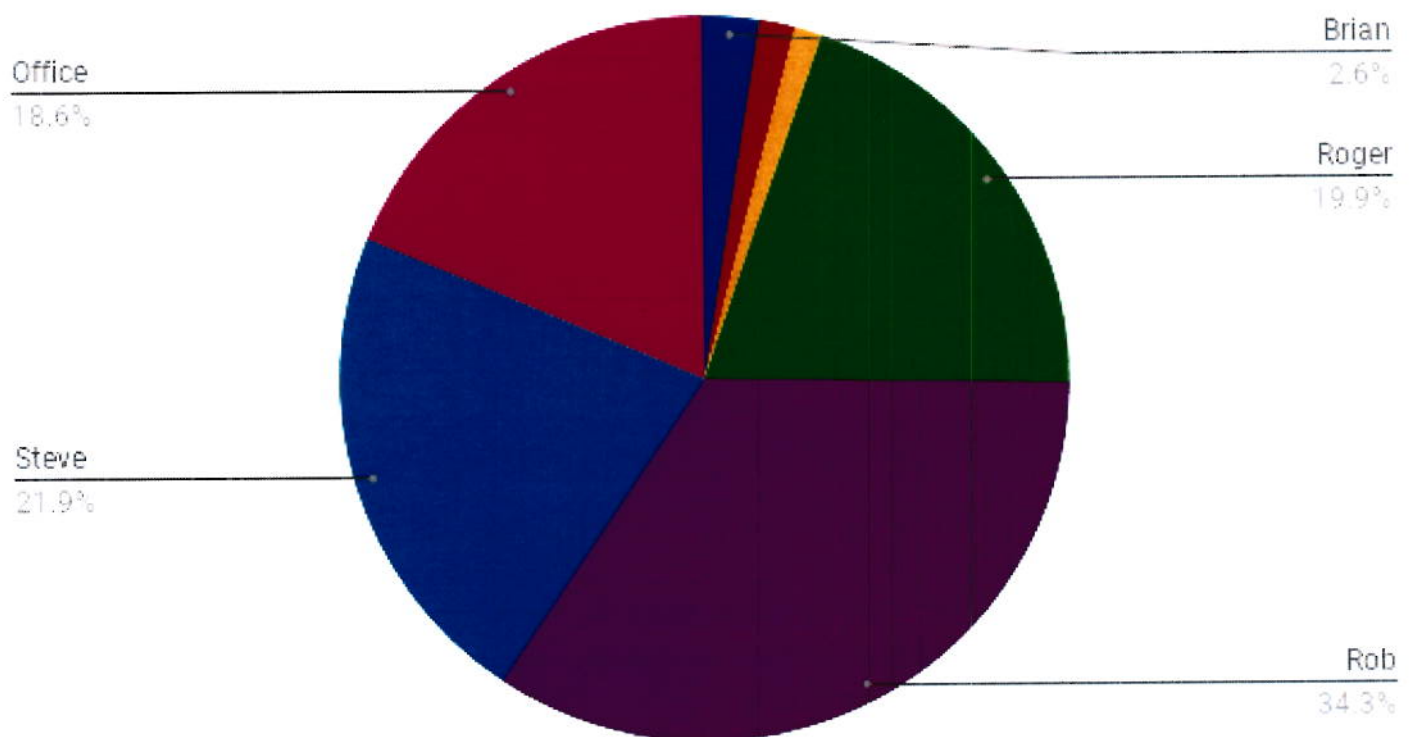
April 2018

Sales Team CLOSE Rate



Sales Graph WIN % for April

April Sales

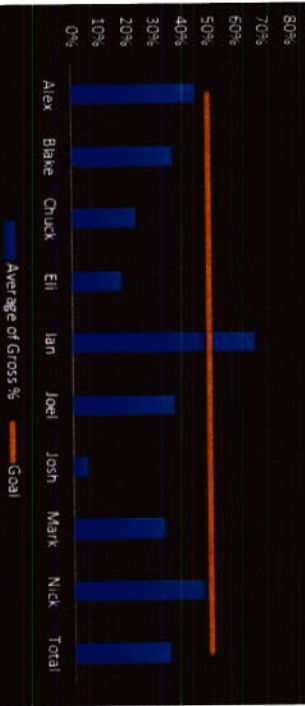


March 2018 Job Lead Average Gross % & Goal

A bar chart titled 'March 2018 Job Lead Average Gross % & Goal'. The vertical axis represents the percentage of gross, ranging from 0% to 80% in 10% increments. The horizontal axis lists the individuals: Alex, Blake, Chuck, Eli, Ian, Joel, Josh, Mark, Nick, and a Total. Each individual has a blue bar representing their average gross percentage. A horizontal orange line at the 50% mark represents the goal. The bars for Alex, Blake, Chuck, Eli, Ian, Joel, Mark, Nick, and Total are all below the 50% goal line. Josh's bar is the lowest, while Ian's bar is the highest among the individuals shown.

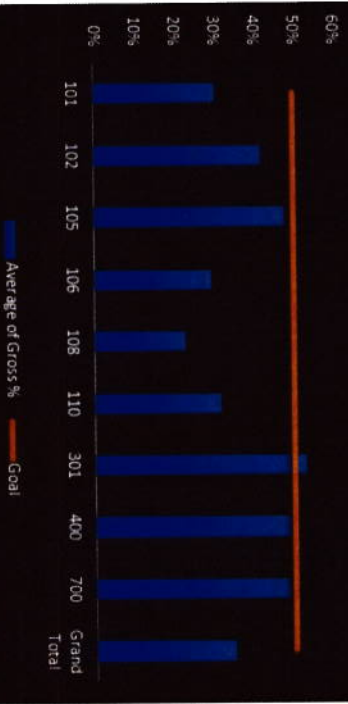
Individual	Average of Gross %
Alex	~42%
Blake	~38%
Chuck	~28%
Eli	~22%
Ian	~52%
Joel	~38%
Josh	~5%
Mark	~38%
Nick	~48%
Total	~42%

Legend: Average of Gross % (Blue Bar), Goal (Orange Line)

[illegible]

101	Standard Gutter System
102	Cleaning
105	Std Gutter w/ protection
106	Gutter Protection Only
108	Service Call
110	Standard Gutter w/heat
301	Sply Gutter Al W/protection
400	Specialty Gutter - Copper
700	Underdeck

Class	Average of Gross %	Goal
101	30%	50%
102	40%	50%
105	45%	50%
106	30%	50%
108	20%	50%
110	30%	50%
301	50%	50%
400	45%	50%
700	45%	50%
Grand Total	35%	50%

[illegible]

Safety Talks

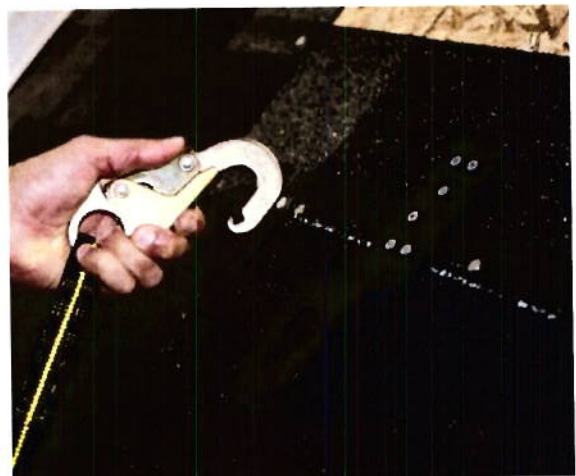
Personal Fall Arrest System

Safety is the #1 concern on the job. Preventing falls is the most important thing we can do. Unfortunately falls do occur so we need to make sure we do everything possible to keep workers safe in the event. Crews who work on projects that are above 6ft in height must pay special attention to ensure their safety. 40% of all worker deaths in construction are caused by a fall from heights. OSHA has changed guidelines in recent years that have put stricter guidelines in place for fall protection to ensure safety. Most roof related falls occur on lower slope roofs than steeper roofs due to individuals not paying attention. For the roofing industry, personal fall arrest systems are the most common method used by workers for fall protection.

Know your ABC's of a Personal Fall Arrest System (PFAS)

A. Anchor

- OSHA defines the anchor point as a secure point of attachment for lifelines, lanyards or deceleration devices.
- Anchorage connectors must be independent and capable of supporting 5,000lbs. Only 1 person can connect to 1 anchor.
- Inspect the anchor for physical damage. Look carefully for any signs of cracks, dents, or deformities in the metal.
- The anchor for roofers should be positioned directly above and at the highest point where the person is positioned.
- Anchors should be installed no closer than 6ft away from the roof edge. Anchors should not be placed any closer than 8ft apart from each other.



- Anchors should be attached to the roof where structural supports are located.
- There are a wide variety of anchors available on the market. Be sure to read the manufacturers recommendations for anchor placement as well as the attachment method.
- To avoid swinging in the event of a fall workers should make sure they are working within a 30° radius of the anchor point.
- Siding workers who chose to use a personal fall arrest system can anchor to the structure or to their scaffolding if the scaffolding is anchored to the structure.
- Gutter workers who climb onto the roof must anchor themselves the same way a roofer does.

B. Body Support

- A full body harness is the only type of body support that should be worn with a personal fall arrest system.
- To inspect your harness, perform the following procedures:
 - Webbing – Grasp the webbing with your hands 6 in. (152mm) to 8 in. (203mm) apart. Bend the webbing in an inverted “U”. The surface tension resulting makes damaged fibers or cuts easier to detect. Follow this procedure the entire length of the webbing, inspecting both sides of each strap. Look for frayed edges, broken fibers, pulled stitches, cuts, burns and chemical damage.
 - D-Rings/Back Pads – Check D-rings for distortion, cracks, breaks, and rough or sharp edges. It should pivot freely. D-ring back pads should also be inspected for damage.
 - Friction and Mating Buckles – Inspect the buckle for distortion. The outer bars and center bars must be straight. Pay special attention to corners and attachment points at the center bar.
 - Quick-Connect Buckles – Inspect the buckle for distortion. The outer bars and center bars must be straight. Make sure dual-tab release mechanism is free of debris and engages properly.
- Before donning a harness pick it up by the back D-ring and assure it is untwisted.
- To don a harness first slips straps over the shoulder to make sure the D-ring is in the center of your back. Then pull the leg straps between your legs and connect to the other end. Connect the chest strap next and position it in the middle of your chest. Tighten all straps after they have been buckled so that they are tight but still allow full range of motion



C. Connector

- The connecting device used by our subcontractors is a 1. A synthetic rope connected to the anchor point 2. A lanyard with a fall arrest rope grab positioning device that connects the harness to the rope. The rope grab (deceleration device) should limit the deceleration distance to 3.5 ft. 3. A shock absorber either attached to the lanyard or the rope. When in use, it should limit the worker to a free fall distance of 6ft or less.
- OSHA requires that the rope be constructed of manmade materials. Ropes made from natural fibers cannot be used as part of a fall protection system. The rope must have a max arrest force of at least 900lbs. Careful inspection of the rope should be performed before each use. Look for damaged from the sun and chemicals, as well as frayed and cut areas of the rope. These can result in the rope breaking, therefore, **MUST** be discontinued immediately.



Rescue

- A rescue plan must be in place before work begins on a project. A fall protection plan isn't complete without a rescue plan. The goal should be to rescue the worker within 6 minutes. Much longer and irreversible health effects are a serious threat.
- Designate someone to be in charge of the rescue plan. When a fall occurs that person needs to act quickly and thoughtfully.
- Call 911! Immediately alert emergency personal to the situation so they can head to the scene and assist with or perform the rescue.
- Use a ladder. While the fallen worker is suspended from a safety line bring a ladder that can be positioned under the worker. If possible, position the ladder so that the fallen worker can climb onto it and then be released from their safety line.
- Do not put other workers at risk of injury during a rescue. Anyone assisting in the rescue should have the appropriate safety gear such as a hard hat. If attempting to help from scaffolding or the roof, the worker should be using a personal fall arrest system.

OSHA[®] FactSheet

Reducing Falls in Construction: Safe Use of Stepladders

Workers who use ladders in construction risk permanent injury or death from falls and electrocutions. These hazards can be eliminated or substantially reduced by following good safety practices. This fact sheet examines some of the hazards workers may encounter while working on **stepladders** and explains what employers and workers can do to reduce injuries. OSHA's requirements for stepladders are in Subpart X—Stairways and Ladders of OSHA's Construction standards.

What is a Stepladder?

A **stepladder** is a portable, self-supporting, A-frame ladder. It has two front side rails and two rear side rails. Generally, there are steps mounted between the front side rails and bracing between the rear side rails. (See Figure 1, below.)



Figure 1: Stepladder

PLAN Ahead to Get the Job Done Safely.

A competent person must visually inspect stepladders for visible defects on a periodic basis and after any occurrence that could affect their safe use. Defects include, but are not limited to:

- Structural damage, split/bent side rails, broken or missing rungs/steps/cleats and missing or damaged safety devices.
- Grease, dirt or other contaminants that could cause slips or falls.
- Paint or stickers (except warning or safety labels) that could hide possible defects.

PROVIDE the Right Stepladder for the Job with the Proper Load Capacity.

- Use a ladder that can sustain at least four times the maximum intended load, except that each extra-heavy duty type 1A metal or plastic ladder shall sustain at least 3.3 times the maximum intended load. Also acceptable are ladders that meet the requirements set forth in Appendix A of Subpart X. Follow the manufacturer's instructions and labels on the ladder. To determine the correct ladder, consider your weight plus the weight of your load. Do not exceed the load rating and always include the weight of all tools, materials and equipment.

Type	Duty Rating	Use	Load
1AA	Special Duty	Rugged	375 lbs.
1A	Extra Heavy Duty	Industrial	300 lbs.
1	Heavy Duty	Industrial	250 lbs.
II	Medium Duty	Commercial	225 lbs.
III	Light Duty	Household	200 lbs.

Source for Types 1A, I, II, III: Subpart X—Stairways and Ladders, Appendix A (American National Standards Institute (ANSI) 14.1, 14.2, 14.5 (1982)) of OSHA's Construction standards. Source for Type 1AA: ANSI 14.1, 14.2, 14.5 (2009), which are non-mandatory guidelines.

TRAIN Workers to Use Stepladders Safely.

Employers must train each worker to recognize and minimize ladder-related hazards.



PLAN. PROVIDE. TRAIN.
Three simple steps to prevent falls.

Common Stepladder Hazards

- Damaged stepladder
- Ladders on slippery or unstable surface
- Unlocked ladder spreaders
- Standing on the top step or top cap
- Loading ladder beyond rated load
- Ladders in high-traffic location
- Reaching outside ladder side rails
- Ladders in close proximity to electrical wiring/equipment

Safe Stepladder Use—DO:

Read and follow all the manufacturer's instructions and labels on the ladder.

- Look for overhead power lines before handling or climbing a ladder.
- Maintain a 3-point contact (two hands and a

foot, or two feet and a hand) when climbing/descending a ladder.

- Stay near the middle of the ladder and face the ladder while climbing up/down.
- Use a barricade to keep traffic away from the ladder.
- Keep ladders free of any slippery materials.
- Only put ladders on a stable and level surface that is not slippery.

Safe Stepladder Use—DO NOT:

- Use ladders for a purpose other than that for which they were designed. For example, do not use a folded stepladder as a single ladder.
- Use a stepladder with spreaders unlocked.
- Use the top step or cap as a step.
- Place a ladder on boxes, barrels or other unstable bases.
- Move or shift a ladder with a person or equipment on the ladder.
- Use cross bracing on the rear of stepladders for climbing.
- Paint a ladder with opaque coatings.
- Use a damaged ladder.
- Leave tools/materials/equipment on stepladder.
- Use a stepladder horizontally like a platform.
- Use a metal stepladder near power lines or electrical equipment.

OSHA standard: 29 CFR 1926 Subpart X—Stairways and Ladders

American National Standards Institute standard: ANSI A14.1, A14.2, A14.5—Ladder Safety Requirements
(Not an OSHA standard, included to be used as guidance to meet OSHA's requirements)

Employers using stepladders must follow the ladder requirements set forth in 29 CFR 1926 Subpart X. Per Appendix A to Subpart X of Part 1926—Ladders, ladders designed in accordance with the following ANSI standards will be considered in accordance with 29 CFR 1926.1053(a)(1): ANSI A14.1-1982—American National Standard for Ladders—Portable Wood—Safety Requirements, ANSI A14.2-1982—American National Standard for Ladders—Portable Metal—Safety Requirements, and ANSI A14.5-1982—American National Standard for Ladders—Portable Reinforced Plastic—Safety Requirements.

State plan guidance: States with OSHA-approved state plans may have additional requirements for avoiding falls from ladders. For more information on these requirements, please visit: www.osha.gov/dcsp/osp/statesstandards.html.

Most OSHA offices have compliance assistance specialists to help employers and workers comply with OSHA standards. For details call 1-800-321-OSHA (6742) or visit: www.osha.gov/hm/RAmapp.html.

This is one in a series of informational fact sheets highlighting OSHA programs, policies or standards. It does not impose any new compliance requirements. For a comprehensive list of compliance requirements of OSHA standards or regulations, refer to Title 29 of the Code of Federal Regulations. This information will be made available to sensory-impaired individuals upon request. The voice phone is (202) 693-1999; teletypewriter (TTY) number: (877) 889-5627.

For assistance, contact us. We can help. It's confidential.



OSHA[®]

**Occupational
Safety and Health
Administration**

U.S. Department of Labor

www.osha.gov (800) 321-OSHA (6742)

DOC FS-3662 05/2013