

In The Gutter



February 2018 MGI Newsletter WELCOME

SAVE THE DATE!!

April 28th

For a fun evening of
BOWLING with our MGI
Family!! (More Details
coming soon....)

**ATTA
BOY**

February 2018

Joel Ramos!!

**He won \$40.00 to
Hopscotch Brick Oven**

(For the Crannell job)

WELCOME

2018 New Staff

Welcome back

Ronda Ulatowski!!

Northern Michigan Home Show "Concept To Reality"

March 9th 11am-7pm

March 10th 9am-5pm

North Central Michigan College
1515 Howard St. Petoskey MI, 49770

\$5 Admission — 5 and under are FREE!

This years show "Concept to Reality" is going to help you make those great improvements on your home and property. With our diverse spread of attendees- you will be hard pressed not to find exactly what you need to get the job done.

GAS CARD PIN # CHANGE:

All employees MUST use their PIN and their PIN ONLY when getting gas. DO NOT share your pin number. Your new pin number is the last 4 digits of your SS#. Please note: You are responsible for keeping your pin confidential and are held accountable for all of charges.

Safety Topic this week:

Eye Protection

Shout outs:

Alex - Dunscombe job
Roger- Dunscombe job
Joel - Dunscombe job
Craig - Griffin job
Blake - Griffin job
Jason - Griffin job
Nick - McClary job
Joel - McClary job

Next Month Home Show:

**"Up North Lake &
Cottage Show"**

Grand Traverse County
Civic Center:

April 13 - 15th

More info next issue

**HAPPY
BIRTHDAY**

March Birthdays

Carrie - March 8th

Robert - March 24th



MGI Anniversary

Charles Russell

4 years of service

Lisa has left

We wish Lisa all the best with her career in Reverse Mortgage. Lisa has been a HUGE help to MGI and will be greatly missed.





Clothing & Tool Allowance Policy

On January 1st of each year there will be an allocated amount, to be added to an employee's Tool and Clothing Allowance. Balances can be carried over from one year to the next. Anything from the tool and clothing catalog is pre-approved and can be used as part of this allowance. Any item that is not in the catalog must be approved prior by the CEO in order to use their allocated funds. Upon hire you are allowed to borrow against your tool and clothing allowance, however, if you are no longer with the company prior to your 1 year anniversary you are responsible for returning the items or paying for the amount of funds used. MGI also will deduct this amount from your final paycheck (if not returned). The Operation's Manager is responsible for fulfilling these orders. If you would like to use your allowance complete *The Tool and Clothing Allowance* form (MGI2) from the employee website and submit. MGI will then order and get the needed items for the employee.

Now Offering.....1 Year GYM Membership!!

MGI is offering employees a paid one year membership at Grand Traverse Athletic Club! If interested just tell them your name and your yearly membership begins on your first day. If you want to participate each member must attend at least once per month for the benefit. Unlimited tanning comes free with each membership..

*To add classes on - there is a one time additional fee of \$50.00

Grand Traverse Athletic Club

1713 Park Drive
231-946-0220

CLUB HOURS

Monday – Thursday

5:00 AM – 10:00 PM

Friday

5:00 AM – 9:00 PM

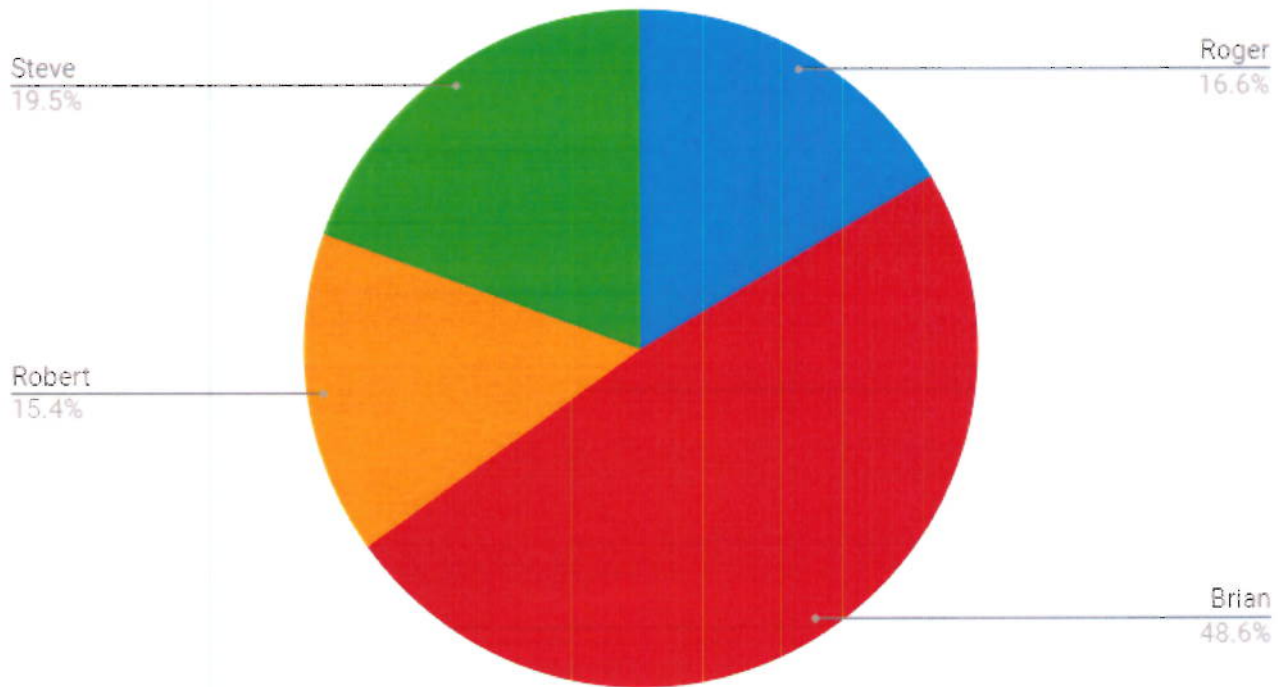
Saturday

8:00 AM – 7:00 PM

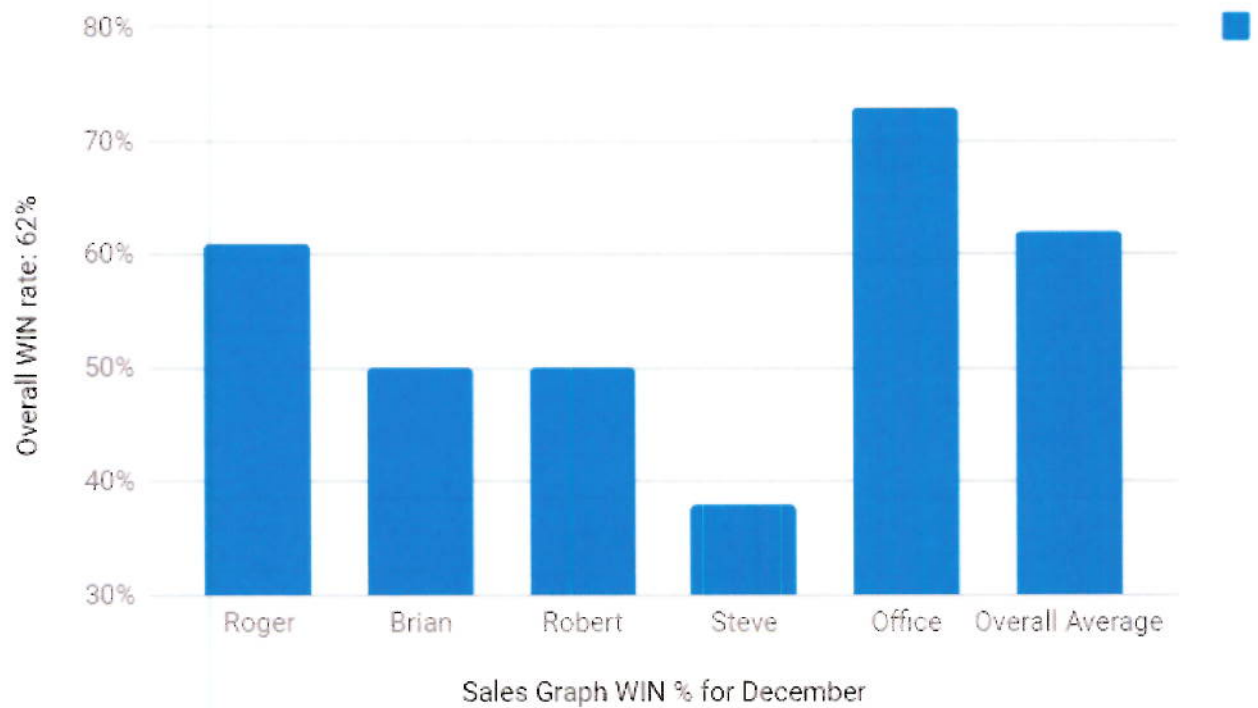
Sunday

10:00 AM – 5:00 PM

January Sales



Sales Team CLOSE Rate -Jan



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Class Average Gross % & Goal

Class	Average of Gross %	Goal
101	28%	50%
103	8%	50%
105	38%	50%
107	39%	50%
108	42%	50%
110	-15%	50%
300	37%	50%
401	40%	50%
402	4%	50%
500	39%	50%
Totals	34%	50%

[illegible]

Eye Safety At Work

Is Everyone's Business.



Eye Protection

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A company might issue you tools, safety equipment, and some kind of protective clothing, but there is one thing that cannot be issued—a new set of eyes. If something happens to your eyes, there is no quick fix. Medical science can replace a lot of things on and in your body, but when your eyes are gone, they are gone forever.

Thousands of eye injuries occur in the workplace each year, warranting the need for total eye protection. Wearing the eye protection that your job or location requires is a simple way to keep your eyes safe.

Your eyes are delicate and very easy to damage. A hard blow is not necessary to cause injury. In fact, all it takes is a tiny sliver or speck of metal, a particle of dust, or trace of chemical to do a great deal of damage to your eyes.

If you are exposed to dust, acids, molten metals, grinding wheels, hazardous flashes—you need to take the proper precautions and protect your eyes. If you don't, it's possible to lose the precious gift of sight, meaning you may never see your wife, husband, or children again.

It is a good thing to remember that OSHA rules establish minimum standards for both employer and employee. Here is a portion of that standard. It deals with eye and face protection standards.

"The employer shall ensure that each affected employee uses eye or face protection when exposed to eye or face hazards from flying particles, molten metals, liquids, chemicals, acids or caustic liquids, chemical gases or vapors, or potentially injurious light radiation."

If you wear contact lenses, remember: a contact lens was not designed to provide eye protection. Also, it is a good idea to have a pair of prescription eyeglasses available in case you need to remove your contact lenses.

Many people consider getting a particle in the eye a simple inconvenience and wait for tears to wash the speck out. But contact wearers can find this a painful surprise that distracts them from whatever they are doing, and that can be dangerous. Sharp particles can scratch the cornea of the eye, leading to severe complications. When this happens, it is important to remove the lens immediately.

If discomfort persists after removing the lens, cleaning the lens with a sterile solution, flushing the eye with cool water, and re-inserting a lens, the wearer should seek medical attention immediately.

Prescription glasses and full goggles should replace contact lenses when you work with caustic solutions. If a caustic solution accidentally splashes in the eye, the contact wearer should first try to flush out the eye with cool water rather than take out the lens. Then, the contact should be removed and the eye again flushed. However, a cornea burn cannot occur if, when using harsh chemicals, the appropriate eye protection is worn—full goggles, not safety glasses with side shields.

Never try to remove a foreign matter, other than a contact lens, from your own eye. Also, never try to remove a foreign material from the eye of another worker. Playing doctor will probably make the condition worse. Get to the company medical department or a doctor right away for treatment of an eye problem.

Eye Safety At Work

Is Everyone's Business.



If you use safety glasses, remember to take care of them so they can protect you when you need to be protected most. Here are a few tips:

1. Make sure your glasses fit. If they don't fit properly, you might be tempted not to wear them. If your safety glasses slip, seem crooked, or are too tight, take a few minutes and have them adjusted properly.
2. Keep your glasses clean. Dirty glasses lessen visibility. Wash them regularly with mild soap and water or eyeglass cleaner, then polish with a soft cloth or a tissue. Anti-dust and anti-fog sprays work well on both glass and plastic lenses.
3. Keep your glasses in a case when you are not using them. Pits, scratches, or other damage can result if you stick your glasses in a pocket or toss them in a tool box. Damage to lenses can lessen impact-resistance and, thus, provide less than full protection. Also, don't hang your goggles by the elastic band. This can stretch the band so it does not fit properly.

Once again, remember, you are on your last pair of eyes. OSHA and company rules demand the use of eye protection on certain jobs. Different jobs and locations require different kinds of eye protection. You all have been told what kind of eye protection you should wear, when you should wear it, and where you should wear it.

In the end, all the company does to protect your eyes will not be effective unless you cooperate. You are the only person who can make sure you wear the proper eye protection at the necessary and required times.

However, you should never neglect eye protection just because a specific job does not demand it. This is where you must use common sense and exercise good safety practices to provide yourself with that extra margin of safety for your eyes.

If there is ever any doubt in your mind about the eye protection needed on any job or in any location, consult your supervisor. Don't guess and possibly spend the rest of your life with the ultimate consequence of blindness.

EYE AND FACE PROTECTION

R 408.40623 Eye and face protection; consensus standards.

Rule 623. (1) All protective eye and face protection devices shall be in compliance with any of the following consensus standards:

(a) ANSI/ISEA Z-87.1 "Occupational and Educational Personal Eye and Face Protection Devices," 2010 edition, as adopted in R 408.40603.

(b) ANSI Z-87.1 "Occupational and Educational Personal Eye and Face Protection Devices," 2003 edition, as adopted in R 408.40603.

(c) ANSI Z-87.1 "Practice for Occupational and Educational Eye and Face Protection," 1989 edition, revised 1998, as adopted in R 408.40603.

(2) Protective eye and face protection devices that the employer demonstrates are at least as effective as protective eye and face protection devices that are constructed in accordance with 1 of the consensus standards adopted in this rule shall be considered to be in compliance with the requirements of this rule.

R 408.40624 Use of eye and face protection.

Rule 624. (1) An employer shall ensure that each affected employee uses appropriate eye and face protection, when exposed to eye or face hazards or if risk of injury exists from any of the following:

- (a) Flying objects or particles.
- (b) Harmful contacts.
- (c) Exposures.
- (d) Molten metal.
- (e) Liquid chemicals.
- (f) Acids or caustic liquids.
- (g) Chemical gases or vapors.
- (h) Glare.
- (i) Potentially injurious light radiation.
- (j) Electrical flash.

(k) A combination of these hazards in subdivisions (a) to (j) of this subrule.

Note: Appendix B, Appendix Table 1, "Eye and Face Protector Selection Chart," and Appendix Figure 1, "Eye and Face Protective Devices Chart," shall be used as a guide in the selection of the proper eye and face protection.

(2) An employer shall ensure that each affected employee who wears prescription lenses while engaged in operations that involve eye hazards shall wear eye protection that incorporates either of the following:

(a) Eye protection that incorporates the prescription in its design.

(b) Eye protection that can be worn over prescription lenses without disrupting the proper position of the prescription lenses or the protective lenses.

(3) An employer shall ensure that a protector is in compliance with all of the following minimum requirements:

(a) Provides adequate protection against the particular hazards for which it is designed.

(b) Be reasonably comfortable when worn under the designated conditions.

(c) Fits snugly and does not unduly interfere with movements of the wearer.

(d) Be durable.

(e) Be capable of being disinfected.

(f) Be easily cleanable.

(4) An employer shall ensure that eye and face personal protective equipment is distinctly marked to facilitate identification of the manufacturer.

(5) An employer shall ensure that each affected employee uses eye protection that provides side protection when there is a hazard from flying objects. Detachable side protectors, such as clip-on or slide-on sideshields, that are in compliance with the applicable requirements of this standard are acceptable.