



Think Safe – It's a 24/7 Commitment.

We know you would agree there is nothing more important than the safety of your customers and employees as well as the communities you serve. Safety must always come first at work, at home - everywhere. Please follow the important safety information in both this newsletter and the accompanying insert and share it with your employees. Remember safety is a 24/7 responsibility we all share.



Don't Miss the Enclosed Safety Insert!

"Scratch and Sniff" your way to safety with this important brochure, written in both English and Spanish. Additional FREE copies are available for your employees by calling 1-732-938-1218.



NATIONAL
SAFETY
MONTH 2010

Safety Committees—Prevention and Awareness

June, National Safety Month, is a great time to take a fresh look at the safety procedures you have in place. One way to do this is with the creation of a safety committee. A safety committee can help create a company-wide culture that embraces safety every day, thereby reducing accidents, improving productivity and managing costs. It can also provide employees an outlet to express concerns, learn about best practices and offer suggestions for improvements.

The committee should be diverse, made up of cross-company representatives and not composed solely of supervisors and management. This way, there is a much greater likelihood the committee and its findings will be readily accepted by all employees. Problem solving ability and solid communication skills are necessary qualities for committee members. And, having members serve on a rotating basis helps keep ideas fresh.

There must be a clear set of objectives. With prevention and awareness as its primary goals, a safety committee can re-evaluate and update safety procedures, train employees and conduct routine assessments. Creating formal handouts and videos as well as a viable safety manual should also be part of the team's mission. Developing realistic recommendations and communicating findings to management must be comfortable and routine.

An effective workplace safety program can help lower the cost of your health and workers' compensation insurance by reducing claims. And, a working environment that actively promotes and values worker safety is more likely to have reduced employee turnover. All of these measures may help to improve your bottom line.

The Occupational Safety and Health Administration (OSHA) has an excellent FREE online course on forming safety committees. Visit www.oshatrain.org to take advantage of this and other valuable OSHA resources. While online, visit the My Safety section of www.njng.com for information about natural gas safety. We also offer FREE natural gas safety presentations and training at your facility or ours. To book your presentation, contact Ray Ashkenis at 1-732-905-4318 or rashkenis@NJNG.com.

Resources: NJNG Conserve to Preserve Business Online, OSHA, National Safety Council



Attention Home and Business Owners Call NJNG Before You Build!

When you're planning an addition or renovation to your home or business, even including a deck or patio, remember to call NJNG at **1-800-221-0051** before you start. It's dangerous and illegal to build any structure on top of, or around, an outside natural gas meter and the service line. We'll move our natural gas equipment, at your cost, if your new structure would infringe on our meter or service line.

If you build first, the costs associated with moving our equipment will, most likely, be higher than relocating the equipment before construction AND access may be more difficult. We'll work with you, or your builder, to find a safe solution to accommodate your new project.

NJNG is required by law to terminate natural gas service to any customer whose installation has become unsafe or inaccessible as a result of customer construction activities.

Planning a Demolition Project?

You will need to have your natural gas service disconnected and removed first. It is imperative that you call our customer service center at **1-800-221-0051** to make these arrangements. *Requests will no longer be accepted at local offices.*

Good Neighbors

At NJNG, through our Gatekeeper and Community Watch programs, employees are encouraged to report any sign that a customer may need social services, medical or police assistance. It's just another way that we're helping to keep our community members safe.

Who Let the Dogs Out?

The safety of our employees is most important to us. You can help us prevent a potentially dangerous situation by alerting us if you have a dog in your yard or if you contain your dog with invisible fencing. Please call us at **1-800-221-0051** to make a note on your account. You can also e-mail us at customerservice@njng.com. This will alert our employees to take the necessary precautions when entering your property. If your meter is in a fenced yard, it is especially important that the dog is secured in the home on days when one of our technicians or meter readers is scheduled to visit your home.

Priority Service for Life-Sustaining Equipment

If someone in your home or an employee in your business uses life-sustaining equipment, please call our customer service department at **1-800-221-0051** and tell us about your situation. We'll make restoration of your natural gas service a priority in the event of a service disruption.

Prevent the Silent Killer – Practice Carbon Monoxide Safety

Fuel-burning equipment and appliances such as furnaces, space heaters and grills that aren't working properly or are misused may produce carbon monoxide (CO). This colorless, odorless gas can build to potentially dangerous levels in your home or business.



If inhaled in large quantities for a prolonged period, CO can cause unconsciousness, brain damage and even death. Symptoms of CO poisoning are often mistaken for those of the flu – headaches, nausea, vomiting, dizziness and fatigue – and tend to clear up when you breathe fresh air.

Proper use and maintenance of your natural gas equipment and appliances can reduce the chance of CO poisoning. Have a certified technician inspect your equipment annually. (This tuneup can also help you save on your energy bills.) Call for service immediately if you think there's a problem. Be sure to install CO detectors that meet the Underwriters Laboratories Standard UL 2034 or the current IAS 6-96 safety standard.

For additional information, call the New Jersey Poison Control Hotline at **1-800-POISON-1 (1-800-764-7661)** or visit My Safety at njng.com.

How To Reach Us

Call us:

Toll-free:

1-800-221-0051

People with hearing and speech impairments (TTY/TDD):

1-800-223-0024

Out of state:

1-732-938-7977

Report a gas leak:

1-800-GAS-LEAK (1-800-427-5325)

Call before you dig:

811 or 1-800-272-1000

E-mail us:

customerservice@njng.com

Visit our Web site:

www.njliving.com

Write to us:

New Jersey Natural Gas

1415 Wyckoff Road,

P.O. Box 1464, Wall, NJ 07719