SAFETY UNLIMITED, INC.

Weekly Safety Meeting

The Deadly Dozen

We have often heard of the "Daily Dozen" with regard to proper exercise and maintaining good health. The "Daily Dozen" has a counterpart known as the "Deadly Dozen," an idea applicable to safety on the job, and which also has an important bearing on health and welfare.

These causes of accidents are classified in two categories of 12 each; "Unsafe Actions" and "Unsafe Conditions." If we acquaint ourselves with these enemies, a majority of accidents can be eliminated.

Unsafe Acts:

1. Unauthorized use or operation of equipment;
2. Failure to secure or tie down materials to prevent unexpected movement;
3. Working or operating equipment too fast;
4. Failure to issue warnings or signals as required;
5. Using defective tools or equipment;
6. Removing guards;
7. Improperly using tools or equipment;
8. Standing in an unsafe place or assuming an improper posture (as in lifting);
9. Servicing moving equipment;
10. Riding equipment not designed for passengers;
11. Horseplay; and
12. Failure to wear the proper personal protective equipment.

Unsafe Conditions:

1. Lack of proper guards;
2. Lack of a proper warning system;
3. Fire and explosion hazards;
4. Poor housekeeping;
5. Unexpected movements;
6. Protruding objects such as nails, wire, or other metals items;
7. Improper clearance or congestion at aisles or passageways;
8. Poor placement, storage, or arrangement of materials;
9. Hazardous tools, equipment, or materials;
10. Poor lighting, high noise levels;
11. Hazardous atmospheric conditions; and
12. Improper personal attire.

Remember:

If you are able to recognize the conditions or acts we just mentioned, you can effectively correct or avoid them, and reduce your personal exposure to the general causes of accidents.

"Respect the unexpected. Think through your risks."

Safety Meeting Sign-In Sheet

Supervisor:	*Subject:*	
Location:	*Date:*	
Conducted By:	*Trainer Signature:*	

Name (print clearly)	Signature	Comments / Safety Concerns / Training Requests