



SAFETY UNLIMITED, INC.

# Weekly Safety Meeting

## Stay Alert to Avoid Getting Hurt

How many times have you tripped over something you did not see or turn around and get startled because someone was in your area of whom you were not aware? It happens to many of us often.

Depending on what is preoccupying our minds, our emotions, the distractions around us, the noise levels in our area, etc., will determine how much of our ability to be observant is affected.

The less able we are to be observant, the higher our chances are to be injured on the job by a unrecognized hazard.

When you go to work each day, is it your goal to stay alert to avoid getting hurt? If not, why isn't it?

Perhaps you have become complacent and your focus has been diverted to “getting the job done,” as opposed to “getting the job done safely.”

**There's no time like the present to refocus on how to stay safe on the jobsite.**

It is as important today as it has ever been to maintain a safe attitude at work. Construction can be dangerous.

Each year, we hear about many deaths and many more injuries involving construction workers.

Workers feel, for whatever reason, an accident will never happen to them.

The hazards from task to task may change, but the risks that come with working in an inherently dangerous industry never do.

Protect yourself and keep others safe by staying alert and being aware of the hazards in your work.

### Safety Tips to Help Avoid Injury:

- Having a positive attitude will help keep you safe.
- Doing a job, the safe way is the right way.
- Never use alcohol or drugs in the workplace.
- Lift properly when lifting heavy objects and ask for help if you need it.
- Always follow proper procedures and if you have questions, ask your supervisor.
- Stay alert to changing conditions, such as new equipment or workers on the site, or event hazards associated with weather.
- Keep your mind on your work. If you let your mind wander, you could get into trouble.
- Participate in your employer's safety training programs and get as much safety education as you can.

- Be careful around scaffolds, ladders, trenches, tools (both hand and electrical), and chemicals.
- Dress for the job — wear the correct personal protective equipment for the job. Hard hats, hearing protection, gloves, safety glasses, respiratory protection, safety footwear and fall prevention gear are some examples of the equipment you may need.
- Never bypass a safety device.
- Always disconnect tools from power sources before adjusting or making repairs.
- Keep your work area clean on a daily basis and do not wait until Friday to clean up.
- Know where emergency equipment is kept and how to use it.

### **Stay Focused:**

- Plan the work, work the plan--having a plan in place will give you a mental checklist to follow during each task.
- Be prepared--have all PPE, tools, and materials on hand prior to starting your task.
- Get back to the basics--don't lose sight of safety when completing routine tasks. Use handrails, wear PPE, identify line of fire hazards, and communicate with workers in your area.
- Ditch distractions--take the time to eliminate potential distractions and eliminate them prior to starting work.
- Take your time--when focusing our attention on just getting the task done, we lose focus on what matters most--our safety.
- Take breaks--take a moment to step away from your task, re-hydrate, and re-focus.
- Be aware of your surroundings--pay attention to the changes happening around you. Re-assess the work area for changes after breaks and throughout the task.

### **Remember:**

A workplace can never fully eliminate distractions. It's human nature to find something that distracts, especially with a job you don't like. However, workplace distractions that pose the greatest risks can be minimized, or even eliminated, with the right steps.

**STAY ALERT...DON'T GET HURT!!**

## Safety Meeting Sign-In Sheet

<i>Supervisor:</i>	<i>Subject:</i>
<i>Location:</i>	<i>Date:</i>
<i>Conducted By:</i>	<i>Trainer Signature:</i>

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

