

Safe Work Practices

Safety Training Schedule 2009

August:	Lockout/Tagout
September:	Fall Protection/ Ladder Scaffold Safety
October:	Violence In The Workplace/ Emergency Preparedness
November:	Hearing Conservation
December:	Blood Bourne Pathogens

Safety Resource Links

State Compensation Insurance Fund: www.scif.com
 OSHA: www.osha.gov
 Cal/OSHA: www.dir.ca.gov/dosh
 Home Safety Council: www.homesafetycouncil.net

Workplace Safety Tips

1. Maintain a clean work area. You will remove many hazards from a work area by keeping it clean and you will be more productive.
2. Always wear the correct personal protective equipment.
3. Use guards and engineered solutions whenever possible to prevent exposure.
4. Get clear work instructions. Make sure you know the right way to do what is expected of you. Read all safety instructions and procedures.
5. If a machine is becoming unsafe, shut it down before someone gets hurt.
6. Maintain the machinery in good working order. Many times employees get into dangerous situations by having to compensate for a machine defect or wear.
7. Avoid unnecessary hazards. Look for new materials or equipment that can eliminate the hazards you are exposed to.



Personal Protective Equipment is there for YOUR protection....wear it!

A recent survey of safety professionals found that 89% have observed workers failing to wear PPE

when they should have been.

When asked to name the top workplace safety issue in their facilities, one third cited worker compliance with safety protocols as the number one safety concern that they face at their facility.

Safe Driving: Behind the Wheel for Work

Motor vehicle accidents are the major cause of occupational deaths. Most vehicle accidents are the result of driver error or poor operating practices. Employees who get behind the wheel of a vehicle for

work assume responsibility for their own safety and that of others on the roadways.

Be Prepared: Driving requires one to be mentally & physically able to operate the vehicle. Make sure you

are rested, clear-headed and alert.

Stay Focused: Driving demands your full attention. Keep your focus on the road, and continually monitor traffic conditions; keep

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Safe Driving: Behind the Wheel for Work (Continued from Page 1)

Both hands on the wheel and be prepared for the unexpected. Critical response time is significantly reduced by not concentrating on the road. **AVOID THE PHONE!** It is illegal and unsafe to drive and talk on the phone without a handsfree device.

Drive Defensively: When driving for work, you are representing BSI and the Client you are assigned to. Make sure you are a courteous driver and share the road. Visually scan for hazards, predicting how to avoid or re-

duce them. Follow at a safe distance allowing for an adequate safety cushion for emergency stops. Watch out for and anticipate other drivers, pedestrians, or children on or near the road. Avoid aggressive driving behaviors. Stay out of vehicle “blind spots.”

Finally, of course follow the rules of the road. You have probably heard these tips before, but its valuable to continually remind yourself when safety is at stake.



Drive Responsibly

Don't Underestimate Overexertion

Although some physical exertion is good for the body, overexertion can result in injuries, physical fatigue, and reduced work speed and efficiency. When you lift, carry, push, pull, or otherwise handle loads that exceed the limits of the joint system doing the work, you can stretch, strain or tear muscles, ligaments or tendons. These are overexertion injuries that can be severe and long lasting.

By being aware and implementing

simple work practices, you can prevent many overexertion injuries.

- Warm up before doing any heavy lifting or carrying.
- Be conscious of how you are physically performing.
- Don't try to move or lift an object you can't safely handle.
- Use Proper tools or equipment.
- Ask for help from others.

“BSI Temporary Services cares about our workers—we want you Safe. Please call our office immediately if you have any questions or concerns about workplace safety”

- Take periodic rest breaks

Slips Trips and Falls

Almost one in every five work-related injuries results from a slip, trip or fall. Falls kill more than 12,000 people a year, about 1,200 of them at work.

What you **CAN** do to prevent Slips, Trips & Falls:



1. Wear appropriate footwear for conditions inside & outside.
2. Be aware of changes of elevation & walking surfaces.
3. Make sure you can

see over and around a load you are carrying.

4. Clean up, correct or report unsafe conditions (spills, cords etc).
5. Don't allow equipment or tools to accumulate in aisles
6. Conduct periodic inspections.