



KCA TOOL BOX TALK: Workplace Safety

Preventing accidents at work and creating a safe work environment starts with you and your co-workers. Everyone needs to do their part to maintain a safe workplace.

Signatures

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Checklist to help prevent injury or death:

- Do not ignore safety procedures and always follow your company's safety policies - contact your supervisor with any safety issues or concerns.

- Begin each workday by inspecting the tools, machinery, and safety equipment you will be using - do not use any jerry-rigged, defective, or damaged items.

- Do not take shortcuts - this action can quickly put you and your co-workers in danger.

- Always maintain proper housekeeping - poor housekeeping creates hazards.

- Limit distractions and multitasking - concentrate on one task at a time.

- Beware of over confidence - showing off or having a cocky attitude can cause a miscalibration or another hasty mistake that causes accidents.

- Use daily toolbox talks & attend regular safety trainings as knowledge prevents accidents.