

Be Aware of Your Surroundings

Accident Prevention-ToolBox.com

Statistically, most accidents are caused by unsafe acts, including:

Being In A Hurry - Sometimes there is more concern for completing a job quickly instead of safely. Take time to do a good job *and* a safe job.

Taking Chances - Daring behavior or blatant disregard for safe work practices can put the whole work team at risk. Follow all company safety rules and watch out for your fellow employees. Horseplay is never appropriate on the job and can lead to disciplinary action.

Being Preoccupied - Daydreaming, drifting off at work, thinking about the weekend and not paying attention to your work can get you seriously hurt or even killed. Focus on the work you are paid to do. If your mind is troubled or distracted, you're at risk for an accident.

Having A Negative Attitude - Being angry or in a bad mood can lead to severe accidents because anger nearly always rules over caution. Flying off the handle at work is potentially dangerous. Keep your bad moods in check, or more than one person may be hurt.

Remember to stay cool and in charge of your emotions.

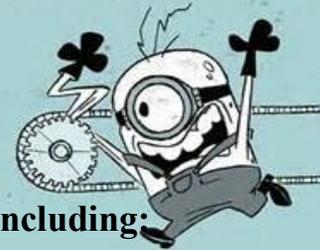
Failing To Look For Hidden Hazards - At many jobsites, work conditions are constantly changing. Sometimes new, unexpected hazards develop. Always be alert for changes in the environment. Hidden hazards include spilled liquids that could cause slips and falls; out-of-place objects that can fall or be tripped over; unmarked floor openings one could step into; low overhead pipes or falling objects that could mean a head injury; and other workers who don't see you enter their hazardous work area.

Remember to stay alert for hazards, so you won't become one more accident statistic: You *can* do a quality job without rushing. Maintain a positive attitude and keep your mind on your work.

OFFICE SAFETY TIPS A GUIDE FOR MINIONS

KEEP

Clothing, body parts, hair and
pets away from conveyors



OSHA[®] QUICK CARD[™]

Chain Saw Safety

Operating a chain saw can be hazardous. Potential injuries can be minimized by using proper personal protective equipment and safe operating procedures.

Before Starting a Chain Saw

- Check controls, chain tension, and all bolts and handles to ensure that they are functioning properly and that they are adjusted according to the manufacturer's instructions.
- Make sure that the chain is always sharp and that the oil tank is full.
- Start the saw on the ground or on another firm support. Drop starting is never allowed.
- Start the saw at least 10 feet from the fueling area, with the chain's brake engaged.

Fueling a Chain Saw

- Use approved containers for transporting fuel to the saw.
- Dispense fuel at least 10 feet away from any sources of ignition when performing construction activities. **No smoking during fueling.**
- Use a funnel or a flexible hose when pouring fuel into the saw.
- Never attempt to fuel a running or HOT saw.

Chain Saw Safety

- Clear away dirt, debris, small tree limbs and rocks from the saw's chain path. Look for nails, spikes or other metal in the tree before cutting.
- Shut off the saw or engage its chain brake when carrying the saw on rough or uneven terrain.
- Keep your hands on the saw's handles, and maintain balance while operating the saw.
- Proper personal protective equipment must be worn when operating the saw, which includes hand, foot, leg, eye, face, hearing and head protection.
- Do not wear loose-fitting clothing.
- Be careful that the trunk or tree limbs will not bind against the saw.
- Watch for branches under tension; they may spring out when cut.
- Gasoline-powered chain saws must be equipped with a protective device that minimizes chain saw kickback.
- Be cautious of saw kickback. To avoid kickback, do not saw with the tip. Keep tip guard in place.

For more complete information:

OSHA[®] Occupational Safety and Health Administration
 U.S. Department of Labor
www.osha.gov (800) 321-OSHA

OSHA 3269-12N-05



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