

1. Description:

Accidents are caused by many factors. Many of these factors are within our direct control as we perform our jobs each day. Focusing on these factors can help prevent accidents.

2. Accidents do not just happen; there is always a cause(s).

The following presents some basic accident prevention rules:

- Maintain good housekeeping in your work area – “Everything always in its place when not in-use.”
- No horseplay in the workplace.
- Lookout for your co-workers and speak to them if you observe unsafe acts/behaviors. Mentor co-workers on proper procedures and safeguards.
- Prevent accidents while moving stone slabs by following work procedures and ensuring equipment is in good condition
- At the beginning of and throughout the work day, check your area for hazards and report identified hazards to your supervisor.
- Use equipment for its intended use and do not operate equipment with identified deficiencies.
- Ensure forklifts are inspected on each shift prior to use and are in good operating condition. Do not operate a forklift with an identified deficiency.
- Inspect hand and power tools prior to each use. Do not operate hand or power tools with identified deficiencies.
- Follow all work rules, instructions and training
- Continuously remain focused on your work surroundings and avoid distractions
- Lookout for unsafe actions, situations, and conditions. Report these to your supervisor.
- Stop work if you are unsure on how to complete a task. Get some help from someone who knows the correct procedure.

3. Unsafe Actions:

Reasons people perform unsafe actions:

- Complacency.
- Deficient training and lack of knowledge.
- Distractions.
- Pressure to speed up to get the job done. While it is counterintuitive – “Slow down to speed up”.

Watch for someone:

- Who is not wearing their PPE or adjusting PPE at an inappropriate time.
- Skipping steps of a job or performing the steps in the wrong order.
- Using the wrong tool or equipment for a job.
- Using a tool incorrectly.

4. Unsafe Conditions:

These practices present significant hazards even if they are temporary. Watch for these unsafe situations:

- Poor housekeeping, including spills and materials blocking floors, aisles and doorways.
- Disabled machine guards.
- Inadequate Lockout/Tagout procedures.
- Improper chemical storage.
- Equipment in-use that is in poor condition or using the wrong tool for the job