

Keep Alert Prevent Falls

A SAFETY TALK FOR DISCUSSION LEADERS

This safety talk is designed for discussion leaders to use in preparing safety meetings.

Set a specific time and date for your safety meeting. Publicize your meeting so everyone involved will be sure to attend.

Review this safety talk before the meeting and become familiar with its content. Make notes about the points made in this talk that pertain to your workplace. You should be able to present the material in your own words and lead the discussion without reading it.

Seating space is not absolutely necessary, but arrangements should be made so that those attending can easily see and hear the presentation.

Collect whatever materials and props you will need ahead of time. Try to use equipment in your workplace to demonstrate your points.

DURING THE MEETING

Give the safety talk in your own words. Use the printed talk merely as a guide.

The purpose of a safety meeting is to initiate discussion of safety problems and provide solutions to those problems. Encourage employees to discuss hazards or potential hazards they encounter on the job. Ask them to suggest ways to improve safety in their area.

Don't let the meeting turn into a gripe session about unrelated topics. As discussion leader, it's your job to make sure the topic is safety. Discussing other topics wastes time and can ruin the effectiveness of your safety meeting.

At the end of the meeting, ask employees to sign a sheet on the back of this talk as a record that they attended the safety meeting. Keep this talk on file for your records.

Keep Alert Prevent Falls

Rarely does anything happen as quickly as a fall. During a fall, our reflexes come into play and try to protect us. Often this quick muscular reaction can cause strains or sprains and, in some cases, body tension, which may result in a more serious injury than if the body were relaxed during the fall.

Since we have no control over our reflex actions, it is wise to be aware of objects and conditions that cause falls.

Some of the most common tripping hazards, or falls at the same level, are caused by objects left lying around and low protruding pipes, lumber, drawers and tool handles.

Oil, water and other liquids on walking surfaces are especially dangerous.

Spills should be cleaned up immediately or absorbent material spread over the area to reduce the slipping hazard.

Beware of ice and snow on trucks, docks and construction sites and when entering or leaving the plant. Falls from one level to another frequently involve falling off ladders, docks scaffolds and roofs, through floor openings, or down stairways, which can often result in serious injury or even death.

In order to avoid such hazards, precautionary measures must be taken. Always use an approved ladder and never overextend yourself while working on it. Check it for safety grips or tie the bottom portion. It is important that the bottom of the ladder be placed 1/4 Of its vertical height away from the building. For example, if the ladder is 16 feet high, the bottom of the ladder should be 4 feet from the building. The top of the ladder should be 36 inches higher than the level at which you are working.

Keep metal ladders away from live electrical wires. Perimeter guarding should be--installed around open areas where ladders are being used. Scaffolds should have guardrails and toe boards.

Stairways are meant for walking, not running. Use hand rails, and if there is not enough light, report it. Stairways are to be kept uncluttered with the treads in good shape.

Being alert is one of the surest ways to reduce injuries caused by falls. This includes being aware of our environment, personal safety and the safety of co-workers.