

TOOL BOX TALKS

General Safety Rules

General Safety

The company expects employees to follow its safety rules. Please use these safety rules on the job site to keep yourself and others safe.

Tool Box Tips

1. Employees must wear seat belts when driving for the company.
2. Employees must report to work free from the effects/aftereffects of drugs or alcohol.
3. When/where required, employees must wear personal protective equipment.
4. When using knives remember to cut away from the body and keep your other hand out of the line of fire.
5. Employees must report hazards, accidents or maintenance needs by the end of the work shift.
6. Do not jump from loading docks, vehicles or elevated walkways.
7. Clean up spills or water that can create slip hazards.
8. Keep floors clear of trip hazards like strapping, boxes, cardboard and pallets.
9. Keep fire exits, fire extinguishers and emergency eyewash stations clear of obstruction.
10. Exit signage and emergency floodlighting must be functional at all times.
11. Keep any stacks of material clear of fire sprinkler heads.
12. Verify the Material Safety Data Sheet (MSDS) is available for any chemicals stored in the building.
13. To prevent back injuries when lifting materials or packages, remember to lift safely.
14. Use material handling devices like dollies, carts, pallet jacks or forklifts to move heavy packages.
15. Prevent falls from ladders by using three-point contact.
16. Be familiar with the location of the first aid kit and how to contact local emergency services.

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These advisory materials have been developed from national standards and sources believed to be reliable, however, no guarantee is made as to the sufficiency of the information contained in the material and Missouri Employers Mutual Insurance Company assumes no liability for its use. Advice about specific situations should be obtained from a safety professional.

For more information:



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