



OSAG

Safety Tip Sheet for High Frequency Injuries

Slip and Fall Prevention

- Anti-slip, closed-toed shoes, and low-heeled footwear should be worn.
- Report and repair floor problems such as broken planks, missing tiles, damaged sidewalks, etc.
- Block off and identify floor areas that are being cleaned or repaired.
- Maintain proper housekeeping and organization. Keep floors clean and dry; use designated wet floor signage whenever necessary. Keep mops, brooms, boxes, and other items from passageways.
- When reaching overhead, use a step stool or ladder. Do not stand on boxes, chairs, desks or tables.
- Utilize handrails when ascending or descending stairwells.
- Be prepared for inclement weather.
- Pay attention to surroundings and maintain constant awareness.

Material Handling

- Utilize material handling devices - lifting should be a last resort. Before use, all equipment (cart, dolly, etc.) should be checked to ensure it is in good condition.
- Before lifting consider the weight, size, shape, and path of travel for the object.
- When lifting, follow proper lifting techniques and seek assistance when necessary.
- Do NOT attempt to lift or handle objects if they exceed your lifting capacity.
- Do NOT attempt to carry a load that obstructs your vision.
- Proper storage practices: Heavier items should be placed around mid-height with lighter items overhead or closer to the floor.

Awareness

- Always utilize the appropriate tools for the job.
- Do NOT utilize broken or damaged electrical cords or tools. Inspect cords and tools prior to each use. Report and replace damaged tools as needed.
- Always utilize the proper *Protective Equipment* for the job; safety glasses, gloves, hearing protection, etc.