

Safety Is Your Responsibility

Editor's note: Our Tailgate Training Tip Sheets are available in Spanish at www.gemplers.com.

KEY POINTS:

- Treat safety as an important part of your job.
- Always be on the lookout for hazards.
- Don't take shortcuts, show off, or engage in horseplay.
- Pay attention to safety warning signs.

Note to trainer: Follow this script or use it to help guide you through a 10- to 15-minute training session for your ag/hort workers. You may photocopy this sheet for your employees' personal use. However, it may not be published or sold.

Why do accidents happen?

- The vast majority of accidents can be avoided.
- One of the best ways to avoid them is to always be safety conscious.
- These are some of the reasons why accidents occur:
 - carelessness
 - lack of training
 - not paying attention to what you're doing
 - having a "know-it-all" attitude
 - taking shortcuts
 - being overtired
 - being in too much of a hurry
 - letting stress or other emotions interfere with your job
- Most accidents can be prevented if you treat safety as an important responsibility.

Some key safety tips

- 1. Have the right safety attitude.** This means knowing and following our safety rules, doing what you can to prevent accidents, and treating safety as an important part of your job.
- 2. Practice safe work habits.** Set a good example for your co-workers. Wear personal protective equipment when required, don't remove safety guards or shields, and follow all safety instructions.
- 3. Come to work refreshed and ready to do your job.** Too little sleep often results in accidents. Being upset over something that happened at home can also distract you and contribute to an accident.
- 4. Think before you act.** Plan what you'll be doing before you begin. Think about what could go wrong, how to avoid it, and how you'll protect yourself against any unexpected hazards that may arise.
- 5. Keep your mind on your work.** Don't be thinking about what you'll be doing tonight or about a co-worker who made you angry two days ago.



Hurrying results in accidents.



(Continued on back)

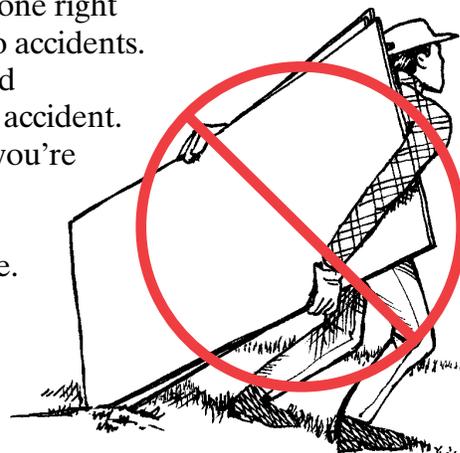
See our [full line of safety supplies](#), including respirators, eye and ear protection, coveralls, first aid and more.

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Poor safety attitudes

Here are some examples of attitudes that can get you into trouble:

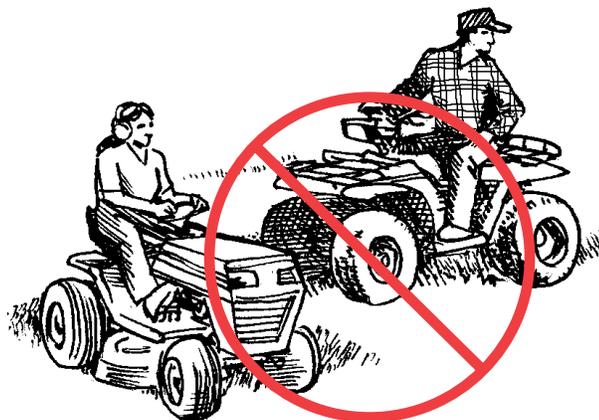
- “This job is simple.” That kind of attitude can easily result in not paying attention to what you’re doing.
- “I don’t have time to think about safety. I need to get this job done right now.” Hurrying results in carelessness, and carelessness leads to accidents.
- “I’ll do things my way.” This type of “know-it-all” or bullheaded attitude puts both you and your co-workers at risk for a serious accident.
- “I can figure this out myself.” No one has all of the answers. If you’re uncertain how to use a piece of equipment or have any other safety-related question, ask your supervisor for help.
- “Accidents will happen no matter what I do.” This just isn’t true.



Ask for help if you need it.

More tips to prevent accidents

- Keep your work area clean and free of clutter.
- Carefully inspect tools and equipment before you use them.
- Pay attention to warning signs and near misses. Next time, you might not be so lucky.
- Don’t bypass safety devices. If a guard or shield is removed for service, be sure to replace it.
- If you’re new to a job, get training. Carefully review the instructions you are given.
- Eat right, get enough sleep, and don’t let stress distract you from your job.
- Wear the appropriate clothing. Don’t wear loose-fitting clothing or jewelry that can get caught in machinery. Wear sturdy shoes with nonslip soles.
- If you’re working alone, be sure someone knows where you are and when you will be back.
- Be on the constant lookout for hazards. Fix them or report them to your supervisor.
- Stay out of the way of equipment operated by others.



Be aware of other equipment.

Are there any questions?

Note to trainer: Take time to answer trainees’ questions. Then review the **Safety Responsibility Do’s and Don’ts**.

SAFETY RESPONSIBILITY DO’S AND DON’TS

DO:

- Wear the proper clothing, and wear PPE when required.
- Keep your work area clean and free of hazards.
- Ask for help if you need it.

DON’T:

- Ignore unsafe work practices. Correct them or report them to a supervisor.
- Daydream on the job, engage in horseplay, or show off.
- Perform a job that’s beyond your physical limitations.

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