

SAFETY MEETING TOPIC

This form shall be completed and kept on file.

Job Name _____ Location _____ Job No. _____
Meeting Leader _____ Title _____
Date Held _____ Place _____ Time _____
Subject of Meeting _____ **STOP INJURIES** _____

Human errors caused about 80% of all accidents.

Consequently safe actions by each of us are required to eliminate most accidents.

The most prevalent causes of accidents are:

Handling objects	23 percent
Falls	20 percent
Getting hit by objects	14 percent
Machinery	10 percent
Vehicles	7 percent
Hit Against	7 percent
All others	19 percent

A safe workplace is uncluttered, clean and orderly. Emergency equipment is available and aisles are kept clear. Tools and equipment are kept in good working order and used properly. Guards are kept in place.

For safe actions used equipment only if you are permitted by training or experience. Follow the manufacturer's recommendations. Obey all signs, wear protective clothing and equipment as needed. Do not start or get involved in horseplay. Report any unsafe conditions and injuries to your Supervisor immediately.