



What is Workplace Safety?

Workplace Safety Policies & Practices

Every employee has a role in carrying out the safety policies & practices. Review the **Guideline for School Inspection Checklist**. It was created to identify safety issues in the workplace.

Visit the **Safety Management website** to review other safety policies and guidelines.

Workplace Safety Hazard Identification

Identifying workplace safety hazards and issues is the first step in protecting employees. Common work safety concerns can include ergonomics, presence of hazardous chemicals, mechanical problems, noise pollution, restricted visibility, dangers of falling and weather-related hazards. Issues with non-ergonomic equipment may cause human health problems, including sore backs and carpal tunnel syndrome. Chemicals can explode, causing burns, or pose the danger of poisoning.

Mechanical safety issues can occur related to the operation of any machine in the workplace. Noise and visibility issues can compromise an employee's hearing and sight. Falls resulting from poor housekeeping or negligence can cause serious injury and death; procedures should be in place to prevent them. Even rain can create a hazard; make sure you are trained on how to operate equipment safely when weather conditions are bad.

Importance of Safety Training

Training is necessary so employees will know the importance of safety and how to practice it in the workplace. Depending on the type of equipment used, the training may be required by a federal or state mandate. For example, any workplace that operates a forklift must provide employee training for its safe operation. Training can come from outside experts hired to teach classes or employees specially trained to perform safety instruction.

Workplace Safety Equipment

Appropriate personal protective equipment (PPE) must be available to anyone who comes in contact with a potential work safety hazard. This can include hard hats, protective eyewear, earplugs, gloves and clothing. Even an office worker who delivers a message to a work area near a potential safety hazard must put on the appropriate PPE.

Benefits of Workplace Safety

Safety in the workplace results in fewer accidents, fewer costs for worker's compensation, less down time for employees, and less retraining time for workers otherwise needed to replace an injured worker. Avoiding damage to equipment will result in fewer repair costs. Worker performance is improved when workers know how to prevent injuries and have confidence in management's active role in protecting their safety.

For questions contact the
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