

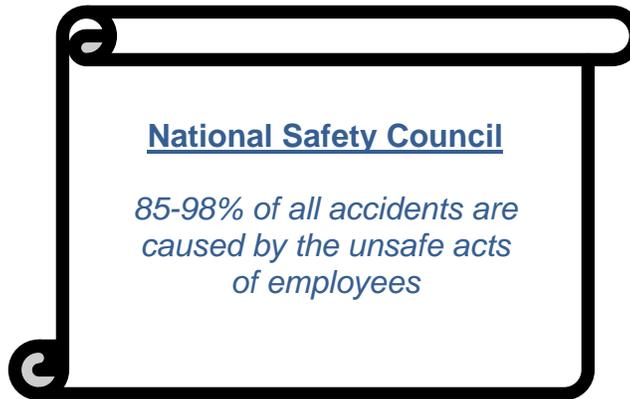
ACCIDENT CAUSES & PREVENTION HANDOUT



“An unplanned event that interrupts an activity and may or may not include an injury or property damage.”

Accidents are caused by two undesirable circumstances:

- 1) Unsafe acts- behavior that permits accidents.
- 2) Unsafe conditions- circumstances that permit accidents.



UNSAFE ACTS

- Operating equipment without authority or knowledge
- Failure to warn
- Failure to secure a load or improper loading
- Operating or working at improper speed
- Making safety devices inoperable or removing safety devices
- Using defective equipment
- Using equipment improperly
- Failing to use personal protective equipment properly
- Improper placement of work or task
- Improper lifting
- Servicing equipment in operation
- Horseplay
- Failure to follow rules

To prevent unsafe act type accidents:

- Think about how to do the task safely prior to engaging in the work.
- Warn co-workers of hazards. When a custodian is mopping the floor, use warning signs at conspicuous locations to warn pedestrian traffic. If something spills on the floor, warn co-workers of the hazard until the spill is cleaned. If equipment is damaged or defective, warn coworkers by taking the equipment out of service or by lockout/tagout.
- Comply with all work rules and procedures.
- If you are not trained to use a piece of equipment, don't use it.
- Don't rush your work or take shortcuts. Don't try to complete a ten-minute task in two minutes. Chances are that something will go wrong.
- Use all equipment, tools, and material in the appropriate and intended manner. Don't use a chair as a ladder.
- Use proper lifting technique, a lifting device, or get assistance.
- Use appropriate personal protective equipment.
- Stop and mentor employees engaged in unsafe acts.
- Supervisors should be vigilant for unsafe acts.

UNSAFE CONDITIONS

- Inadequate guards or barriers
- Inadequate or improper protective equipment
- Defective tools, equipment or materials
- Congestion or restricted action
- Inadequate warning systems
- Poor housekeeping or disorderly workplace
- Hazardous environmental conditions; gases, dusts, smokes, fumes, vapors
- Noise exposures
- High or low temperature exposures
- Inadequate or excessive illumination
- Inadequate ventilation

To prevent unsafe condition type accidents:

- Think about how to do the task safely prior to engaging in the work. Ensure that you have all appropriate equipment, tools and material to safely do the job. If you don't have the correct equipment, e.g., personal protective equipment, tell your supervisor before starting the work.
- Inspect all equipment, tools and material before use. Make certain the item is in good working condition and is appropriate for the task.
- Make certain that you have enough space to complete the job. Many injuries are caused because employees didn't have sufficient room to do a job.
- Injuries occur everyday because employees choose not to say anything about known hazards. Employees identifying unsafe conditions should cease their activity and report the condition to their immediate supervisor for corrective action.