

STEP
**take
the
extra**
STEP
**FOR
SAFETY**



There are a lot of safety regulations in force these days—more of them than ever before.

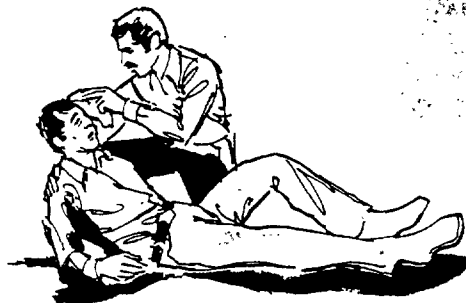
We're surrounded by so many safety standards, it's easy to assume that safety is pretty much going to take care of itself. It's easy to do the minimum—to just get by.

But where *your* safety is concerned, just getting by isn't enough.



You've got to take the extra step . . . for safety.

Every 14 seconds, someone is accidentally hurt on the job. That's about four injuries per minute.



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And every 39 minutes, someone is accidentally killed on the job—almost two deaths each hour.

Those are pretty frightening statistics, but you can avoid being one of them—because every extra step you take for safety gets you one more step away from danger.

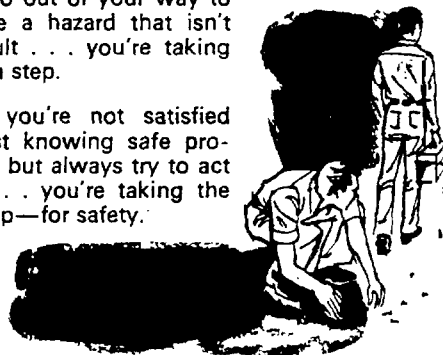


The extra step for safety is anything you do that takes you beyond the bare minimum the rules call for.

If you stay that extra bit aware of what's going on around you, so you can spot trouble before it becomes danger . . . you're taking the extra step.

If you go out of your way to eliminate a hazard that isn't your fault . . . you're taking the extra step.

And if you're not satisfied with just knowing safe procedures, but always try to act safely . . . you're taking the extra step—for safety.





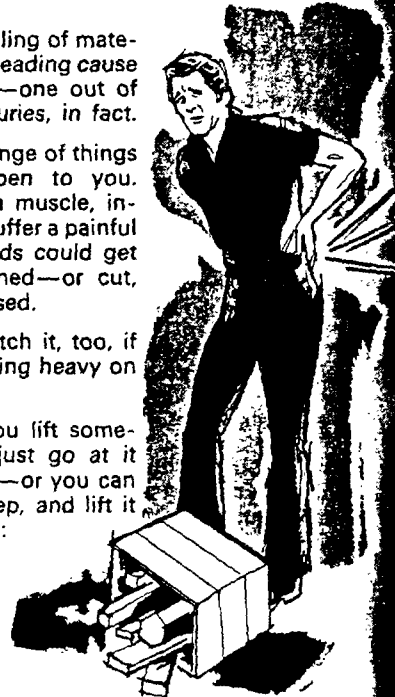
Moving stuff around. Lifting and carrying. You do it all the time. It could be the simplest, most ordinary part of your job.

But manual handling of materials is the single leading cause of work injuries—one out of four of those injuries, in fact.

There's a wide range of things that could happen to you. You could pull a muscle, injure your spine, suffer a painful hernia. Your hands could get pinched or crushed—or cut, scraped and bruised.

Your feet can catch it, too, if you drop something heavy on them.

The next time you lift something, you can just go at it and trust to luck—or you can take the extra step, and lift it right. Here's how:



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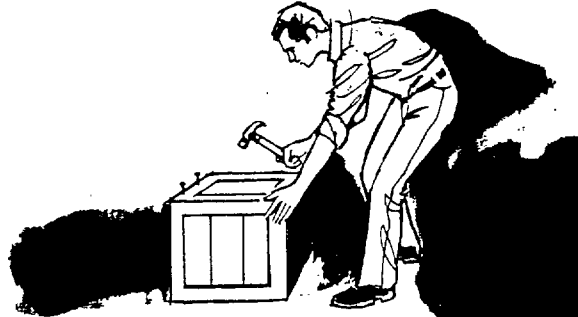
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Wear gloves for protection against cuts and scrapes from rough material.

Protect your feet with safety shoes.

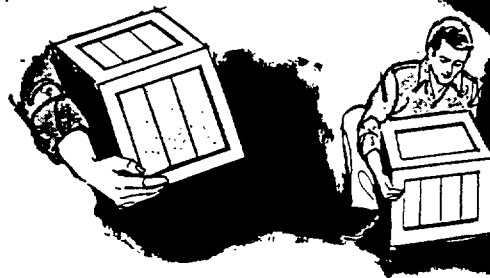
Check the object you're lifting for nails, splinters, or anything else that might rough up and cut your hands.



Tip the load to check if you can handle it alone.

Put one foot alongside the object, and one foot behind. Keep your back straight. Tucking in your chin will help you do this.

Grip firmly with the palms of your hands, not just your fingers. Draw the object close to you and be sure your body weight is centered over your feet.



Lift straight up by straightening your legs. Don't lift from an awkward position. Shift your body until you can lift with the more powerful leg muscles, not by putting strain on your back.

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Probably the biggest extra step for safety you can take is to treat every lifting operation with respect.

Remember—what you're lifting doesn't have to be heavy to do you harm.



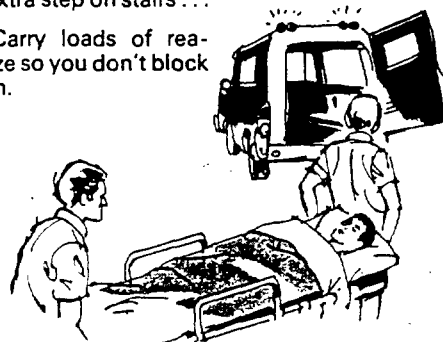
If you slip and fall on the job, it can be tragic. Falls not only cause one out of every five work injuries—falls are killers.

Falls kill more people on the job than any other kind of accident except motor vehicle accidents.

That's why the extra step for safety is so important. You've got to know the things that can make you fall, and take steps to avoid them.

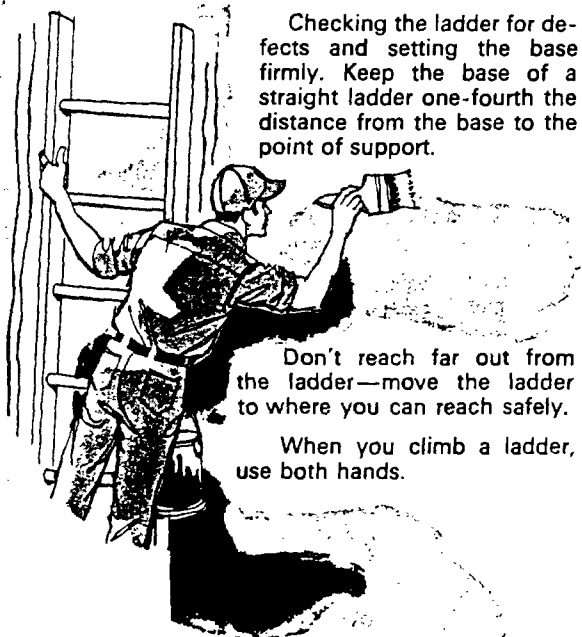
Take the extra step on stairs . . .

Carry loads of reasonable size so you don't block your vision.



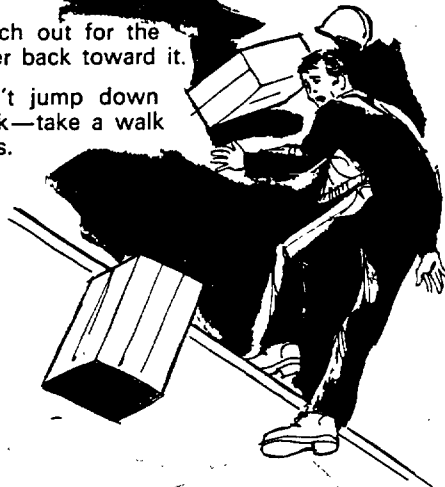


Take the extra step on ladders by . . .



Take the extra step on loading docks ✓ yc

- Watch out for the edge—never back toward it.
- Don't jump down from a dock—take a walk to the stairs.

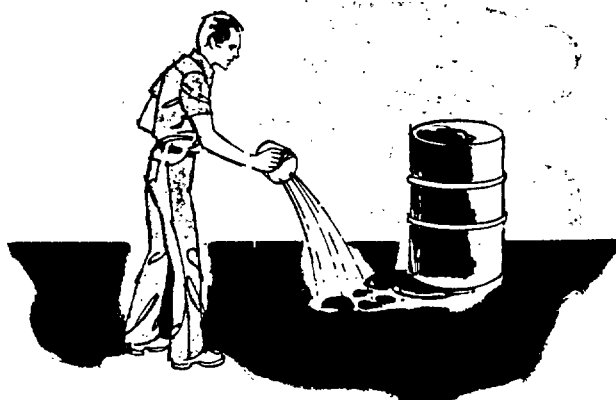


Take the extra step on the level . . .

Falls on the same level cause almost half the injuries from falls.

Be especially alert to low obstructions and other tripping hazards that might be partially hidden. You can avoid those hazards by shunning shortcuts. Take the extra step and stay in the aisles.

Watch out for slipping hazards, like oil spills, for example. If you do spot one, take an extra step out of your way to clean it up.



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If something can hit you, it can hurt you.

One out of every seven work injuries is caused by a falling or moving object.

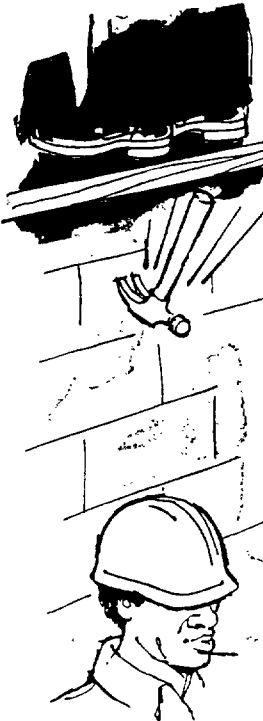
Much of the time, it happens suddenly—a wrench knocked from a scaffold or a lift truck rounding a corner.

If you don't take the extra step for safety, you're really asking for trouble.

You can't say, "Wrenches are not supposed to be put where they can be knocked off scaffolds."

Because once that wrench starts falling, all bets are off.

But if you take the extra step for safety and wear your hard hat, that falling wrench is less likely to hurt you.



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Whenever you go into a different work area, take the extra step and stop to think about the kind of falling and moving object hazards you could come up against.

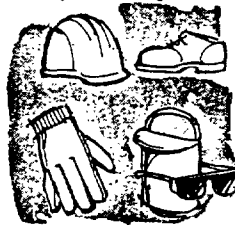
Will you be around overhead work or suspended loads?

Will you be in an area with heavy industrial truck traffic?

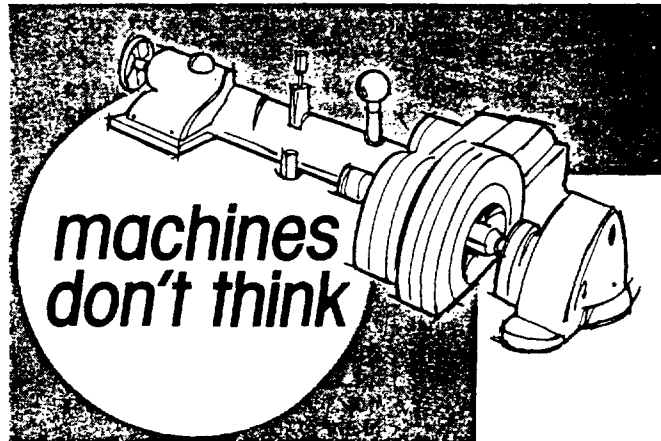
Will you be near people using tools that might cause flying particles or chips?



Taking the extra step in this case means more than just being alert to danger around you.

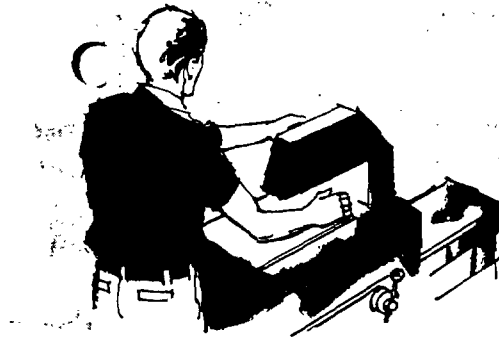


It means being sure you use the proper personal protective equipment: hard hats, safety shoes, eye or face protection—especially if the location or operation calls for it.



Machines only operate. And how safely they operate is strictly up to you. No machine can make itself any safer than you make it.

That's where taking the extra step for safety comes in. The extra care you take around any machine is going to mean an extra margin of safety for you.



Take the extra step by double-checking guards and safety devices. Check them before you start up the machine, check them when you shut it down.

And when you start the machine up again, check those guards again—even if it's only five minutes later.

Be sure everybody is clear before you hit that "on" button.

Double-check yourself, too. Safe work clothing is a must around machines. Never wear gloves around moving machinery.

Eliminate anything that could get caught in a machines' moving parts—bracelet, wristwatch, ring, necklace, scarf, necktie, long sleeves.

Double-check your hair, too. If it's long, confine it.

Take extra care to turn off the machine before you do any work on it, such as lubricating or adjusting.



It's a must to lock out a machine you're working on—that gives you extra protection.

Never use a machine unless you know how. If there's a machine you're not trained or authorized to operate, take that extra step away from it.

WHEREVER YOU ARE
don't just get by.

- at home
- on the road
- at play



AWAY FROM DANGER..



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