



ACCIDENT PREVENTION AND CONTROL - TOOLBOX TALK

Prepare:

A) Suggest the TBT presenter to have the current relevant statistics from:
<http://www.hse.gov.uk/statistics> before presenting the TBT

B) Observe your workers whilst they are carrying out tasks (best to start with those that you think are most risky to their health and safety). You or your supervisors could periodically watch them for 15 minutes at a time.

C) Set health and safety objectives for your managers/supervisors (eg to carry out a certain number of toolbox talks and/or observations each week).

D) Walk around your site(s) a number of times each week or month. Make a note of what you 'see', 'hear' and 'sense' from this

Don't become one of the statistics.

Outline: This talk will cover: causes, costs and prevention of accidents. Causes of Accidents:

1. People not thinking about what they are doing.
2. People not following instructions.
3. People not following training they've been given.
4. Unsafe manual handling, loading, stacking and storing.
5. Overloading of working places, scaffolding and hoists, etc.

Q: What is a cause of accidents in working places?

6. Incorrect uses of plant and machinery.
7. Use of faulty equipment with improvised repairs.
8. Illegal removal of guards and barriers.
9. Failure to use protective safety equipment.
10. Ignoring safety signals, signs and warning devices.

Q: What is a cause of accidents regarding plant?

The Cost of Accidents to You:

1. Pain, suffering and continuing disability.
2. Loss of earnings and extra expense due to disability.
3. Incapacity for the job and your leisure activities.
4. Unable to support family and possible family break-up.

Q: What could the cost of an accident be to you?

Accident Prevention:

1. Don't remove guards from machines.
2. Don't handle substances without knowing the hazards.
3. Don't use machines if not trained and follow instructions.
4. Always comply with safe working practices.
5. Wear and use PPE correctly, don't abuse it.

Q: What are the company/site rules regarding PPE.

Q: Before using substances what must you find out?

1. Don't direct compressed air at yourself or others, it kills.
2. Never mess around while working.
3. Never use defective equipment or machinery.
4. Help to keep the workplace clean and tidy.
5. Wash and dry hands to remove substances from skin.

Q: Why shouldn't you mess around on site?

1. Report unsafe conditions to your supervisor.
2. Use correct tools and equipment for the job.
3. Obey all safety rules and signs.
4. Don't leave tools lying about where they can fall or cause a trip hazard to others.

Q: If you saw an unsafe condition what would you do?

Q: Do you have any questions for me?

Questions for you

Q: How could an accident to you affect your family?

Q: Why shouldn't you remove guards from machinery?

REMEMBER ACCIDENTS ARE CAUSED BY UNSAFE PEOPLE CREATING UNSAFE CONDITIONS

