



University
of Southern
Indiana

Accident prevention



Why do accidents happen?

- ◆ Accidents happen for one or both of the following:

**Unsafe acts and
Unsafe conditions**



Unsafe Acts

- ◆ Unsafe acts are action by people that directly cause or contribute to an accident. Examples are:
 - Horseplay, running
 - Drug or alcohol use
 - Not following procedures – taking shortcuts
 - Unauthorized use of equipment or tools
 - Using damaged equipment
 - Not using personal protective equipment



Unsafe Conditions

- ◆ **Examples of unsafe conditions are:**
 - Damaged equipment
 - Poor lighting
 - Missing machine guards
 - Unsafe atmosphere
 - Slippery floors
 - Lack of proper equipment



Controls prevent accidents

- ◆ There are 3 basic types of controls we use to prevent accidents
 - Engineering Controls
 - Administrative Controls
 - Training Controls



Engineering Controls

- ◆ **Engineering controls include**
 - Building and equipment design
 - Location and types of machinery controls
 - Machine guards
 - Equipment location and access



Administrative Controls

- ◆ **Administrative controls include**
 - Hazard identification and analysis
 - Identification of personal protective equipment
 - Specific safety procedures
 - Proper storage of material and equipment
 - Controlled access to hazardous areas
 - Authorization requirements for hazardous operations



Training Controls

- ◆ **Training is necessary so you know**
 - How to recognize, report, avoid and control hazards
 - How to safely use equipment, tools and chemicals
 - How to select, use and store personal protective equipment



If it looks unsafe

It probably IS!

Tell your supervisor



What you can do

- ◆ **Never do anything**
 - That you have not been trained and authorized to do
 - That is unsafe
 - That violates university procedures
 - That puts others at risk



Report!

- ◆ Any unsafe acts
- ◆ Any unsafe conditions
- ◆ Any accidents or injuries
- ◆ Any near misses



Encourage!

- ◆ Let others know that you want to work safely and expect them to follow the rules too. Don't let others endanger you or others.



Inspect!

- ◆ Do a daily safety check of
 - Your work area
 - Your equipment
 - Your tools
 - Yourself



Inform!

- ◆ Let your supervisor know if you
 - Are taking medication that makes you sleepy or affects your vision



Be Alert!

- ◆ Think about your actions
- ◆ Watch out for others
- ◆ Know the hazards of your surroundings
- ◆ Watch where you walk



Be accountable!

- Don't create unsafe conditions
- Clean up spills immediately
- Put things back when you're done
- Keep your work area safe for others



Be Safe!

- ◆ **Being safe is an active choice you have every day**
- ◆ **Know the hazards and controls**
- ◆ **Follow the safety procedures – they protect you and others**