

# This Location Has Gone   Days Without a Loss Time Accident

## Employee Notice

### All Employees Must Read This Notice Prior to Employment in This Department

This notice is required by the Department of Labor to be provided to you before you begin your employment with us. It contains information about your rights and responsibilities as an employee. It also contains information about your rights and responsibilities as an employer. It is important that you read this notice carefully and understand its contents. If you have any questions, please contact your supervisor or the Department of Labor.

All Work Activities/Incidents MUST Be Reported to Your Supervisor IMMEDIATELY!  
 Department: SAFETY GROUP

## Emergency Dial 911 or

Telephone: \_\_\_\_\_ Physician: \_\_\_\_\_  
 Fire Address: \_\_\_\_\_  
 Police: \_\_\_\_\_  
 Hospital: \_\_\_\_\_

## You Have a Right to a Safe and Healthy Workplace.

# IT'S THE LAW!

1. You have the right to refuse work if you believe that your work could result in serious injury or illness.
2. You have the right to file a complaint with OSHA if you believe that your workplace is not safe and healthy.
3. You have the right to file a complaint with OSHA if you believe that your supervisor is not following OSHA rules.
4. You have the right to file a complaint with OSHA if you believe that your supervisor is not following OSHA rules.
5. You have the right to file a complaint with OSHA if you believe that your supervisor is not following OSHA rules.
6. You have the right to file a complaint with OSHA if you believe that your supervisor is not following OSHA rules.
7. You have the right to file a complaint with OSHA if you believe that your supervisor is not following OSHA rules.



For more information, visit [www.osha-slc.gov](http://www.osha-slc.gov) or call 1-800-321-OSHA.

1-800-321-OSHA  
 OSHA

## Safety Meeting Schedule

January	February	March	April
1st Meeting	1st Meeting	1st Meeting	1st Meeting
2nd Meeting	2nd Meeting	2nd Meeting	2nd Meeting
3rd Meeting	3rd Meeting	3rd Meeting	3rd Meeting
4th Meeting	4th Meeting	4th Meeting	4th Meeting
5th Meeting	5th Meeting	5th Meeting	5th Meeting
6th Meeting	6th Meeting	6th Meeting	6th Meeting
7th Meeting	7th Meeting	7th Meeting	7th Meeting
8th Meeting	8th Meeting	8th Meeting	8th Meeting
9th Meeting	9th Meeting	9th Meeting	9th Meeting
10th Meeting	10th Meeting	10th Meeting	10th Meeting
11th Meeting	11th Meeting	11th Meeting	11th Meeting
12th Meeting	12th Meeting	12th Meeting	12th Meeting

## First-Aid Safety Procedures

When providing first aid for bleeding or other potential injuries to coworkers, patients, follow these rules:

1. Wear rubber gloves. Do not use gloves and cut your work off and use other PPE clothing items.
2. Wear safety goggles. Place a piece of cardboard between you and the injured person.
3. Wear a mask. Avoid direct contact with blood or fluids.
4. If your site is not certified, use medical waste disposal.
5. In the event you become exposed to infectious materials, call the site supervisor, and report the exposure to your supervisor. Do not attempt to clean yourself up on-site. Notify your supervisor of the exposure.
6. Reportable events must be properly tagged, stored and removed to company's Medical Waste Treatment.

THE NEAREST MEDICAL FACILITY IS LOCATED AT:

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_

## Hazardous Materials Quick Reference Guide

This guide is intended to provide a quick reference for the hazard classification of hazardous materials. It is not intended to be used as a substitute for the full MSDS or other regulatory requirements. The information in this guide is based on the GHS hazard classification system.



## OSHA Regulations Standard-29 CFR Access to Medical and Exposure Records-1910.103

OSHA requires the right to see and copy:

1. The employee's medical records that contain information about the employee's exposure to a hazardous substance.
2. The employee's exposure records that contain information about the employee's exposure to a hazardous substance.

## Warning!

By following safety regulations you will be able to:

Regulation	Benefit
1. Safety Meeting	1. Stay safe
2. Safety Meeting	2. Stay safe
3. Safety Meeting	3. Stay safe
4. Safety Meeting	4. Stay safe
5. Safety Meeting	5. Stay safe
6. Safety Meeting	6. Stay safe
7. Safety Meeting	7. Stay safe
8. Safety Meeting	8. Stay safe
9. Safety Meeting	9. Stay safe
10. Safety Meeting	10. Stay safe

## Safety Awareness Training

This training is required for all employees who are involved in the handling of hazardous materials. It is designed to provide you with the knowledge and skills you need to work safely with hazardous materials. The training covers topics such as hazard identification, hazard communication, and emergency response.

**Safety Meetings**

Employee Safety Communication Policy

## OSHA Act 29 CFR Summary of Work-Related Injuries and Illnesses

Year	Total Injuries and Illnesses	Lost Work Days
2010	100	1000
2011	100	1000
2012	100	1000
2013	100	1000
2014	100	1000
2015	100	1000
2016	100	1000
2017	100	1000
2018	100	1000
2019	100	1000
2020	100	1000

This section provides a summary of work-related injuries and illnesses that have occurred at this location. It includes information about the nature and extent of the injuries and illnesses, as well as the steps that have been taken to prevent future incidents.

## Quick Reference MSDS

Material Name	Hazardous Ingredients
1. Acetone	1. Acetone
2. Ethanol	2. Ethanol
3. Isopropanol	3. Isopropanol
4. Methanol	4. Methanol
5. Benzene	5. Benzene
6. Toluene	6. Toluene
7. Xylene	7. Xylene
8. Chloroform	8. Chloroform
9. Carbon Tetrachloride	9. Carbon Tetrachloride
10. Nitrobenzene	10. Nitrobenzene