

## Stay safe off the job

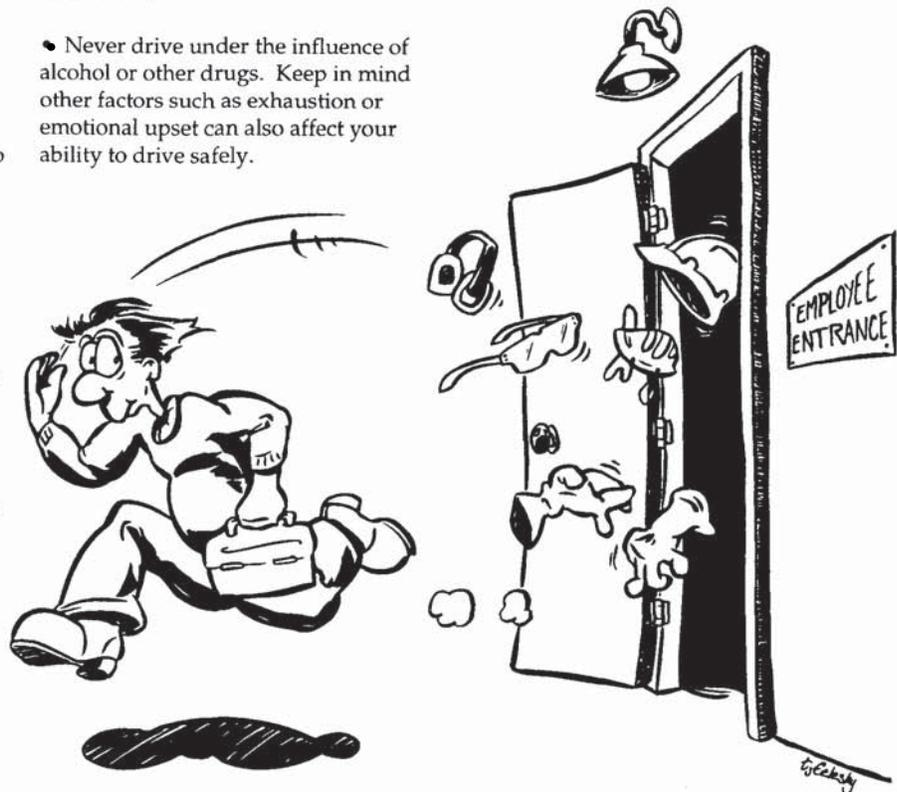
We'd like to see you back here tomorrow — healthy and free of injury. Many injuries occur because of accidents off the job. Your safety around the clock, seven days a week is important to management and your co-workers here.

So take some of your on the job safety training away with you and apply it to your life at home, on the road and during recreational pursuits.

### Here are some reminders for off the job safety:

- Keep your home fire-safe. Inspect regularly for fire hazards such as electrical malfunctions and accumulations of combustible clutter.
  - Install smoke detectors in all of the recommended locations in your home. Keep them serviced and maintained according to the manufacturer's directions.
  - Keep the correct fire extinguishers in your home and vehicle and know how to use them. Make sure they are charged and maintained according to instructions.
  - Hold regular family fire drills so each person knows how to get out alive. Have a designated spot where family members are to assemble outside in case of a fire or other emergency.
  - Get rid of hazards which could cause falls in your home. Keep stairways and steps in good repair. Maintain adequate lighting along walkways and stairs. Never store things on the stairs, even temporarily. Install non-slip surfaces in bathtubs, showers and bathroom floors.
  - Use ladders safely. Make sure your ladder is in good repair. Don't stand on the top few rungs of a straight ladder or a stepladder. Keep your body close to the ladder and do not lean away from it
- because you could cause it to tip. Never use a metal ladder such as aluminum for any electrical work, even changing a light bulb. Keep ladders away from all overhead power lines and electrical installations.
- Avoid other hazards of electric shock. Remember, moisture and electricity are a fatal mixture. Never handle electrical equipment, including kitchen appliances, with wet hands. Use a Ground Fault Circuit Interrupter with electrical equipment anywhere moisture might be present, such as outdoors, in the bathroom and kitchen. Take good care of electrical equipment to prevent damage to wiring and insulation.
  - Wear your seat belt whenever you are traveling in a vehicle — even to the corner store.
  - Never drive under the influence of alcohol or other drugs. Keep in mind other factors such as exhaustion or emotional upset can also affect your ability to drive safely.
- Wear correct Personal Protective Equipment (PPE) off the job too. Using a lawnmower or chain saw calls for safety-toed footwear and ear protection. Using power or hand tools requires eye protection such as safety goggles.
  - Make sure any dangerous household substances such as cleaning products and pesticides are correctly labeled, stored in their original containers and kept out of the reach of children and pets. Flammable liquids should be stored in a well-ventilated area away from any sources of ignition.

*Remember to take your on the job safety awareness home with you — we want to see you back tomorrow.*



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