

# Make Safety Personal Picture This



## **Safety Tips Every Employee Should Know**

<b>1</b>  <b>No shortcuts</b> Make sure, when operating tools and machinery, to follow instructions. Procedures exist to keep employees safe.	<b>2</b>  <b>PPE</b> Make sure you're always wearing the right personal protective equipment, such as a hard hat, goggles, earplugs, and coveralls.
<b>3</b>  <b>Know your surroundings</b> The more familiar you are with your tasks and workplace, the more aware you'll be of the potential hazards.	<b>4</b>  <b>Report unsafe conditions</b> While your employer is legally required to provide a safe workplace, they may be unaware of any unsafe conditions. If you're aware of anything potentially hazardous, report it to your supervisor.
<b>5</b>  <b>Take a break</b> Our brains just weren't built for the extended focus we demand of it. Give yourself a break to regain focus, and thereby become more aware of your surroundings.	

Source: <https://www.progressiverecruitment.com>