

Accidents and injuries occur every day in the workplace. Many are caused by unsafe acts; others are caused by unsafe conditions. To stay safe on the job, learn to spot hazards before they cause accidents.

**Tone: Dramatization**

**Key Training Points:**

- Learn to make hazard identification a part of your daily routine.
- Check your environment, such as lighting and the general condition of your work area.
- Look for electrical hazards.
- Inspect tools and equipment. Make sure machine guards are in place and working properly.
- Check for fire hazards. Make sure fire protection equipment is readily accessible.
- Inspect the floor for slipping and tripping hazards. Make sure aisles and passageways are clear.
- Dress for safety. Always wear appropriate footwear and personal protective equipment. Remove jewelry before operating machinery.
- If you see an unsafe condition, try to correct it. If you see a hazard you can't control or eliminate, report the condition to your supervisor.

**Answers: 1. A 2. D 3. C 4. B 5. TRUE**