

## Know Your 3 Rights

- ▶ As per the Workers Compensation Act – all workers have 3 health and safety related rights in the workplace:
  - ▶ Right to Refuse Unsafe Work
  - ▶ Right to Participate
  - ▶ Right to Know

## No Smoking

- ▶ Smoking is prohibited inside all "Insert Company Name Here" buildings and/or parts of buildings and on all client sites.
- ▶ All "No-Smoking" signs must be adhered to at all times, including various out-door locations around the building.
- ▶ **Smoking will be restricted to a safe outdoor location that is a minimum of 9 meters from a doorway, window or air intake of an indoor place.**
- ▶ **Some sites will have designated smoking areas. Ensure you only smoke inside these designated areas.**



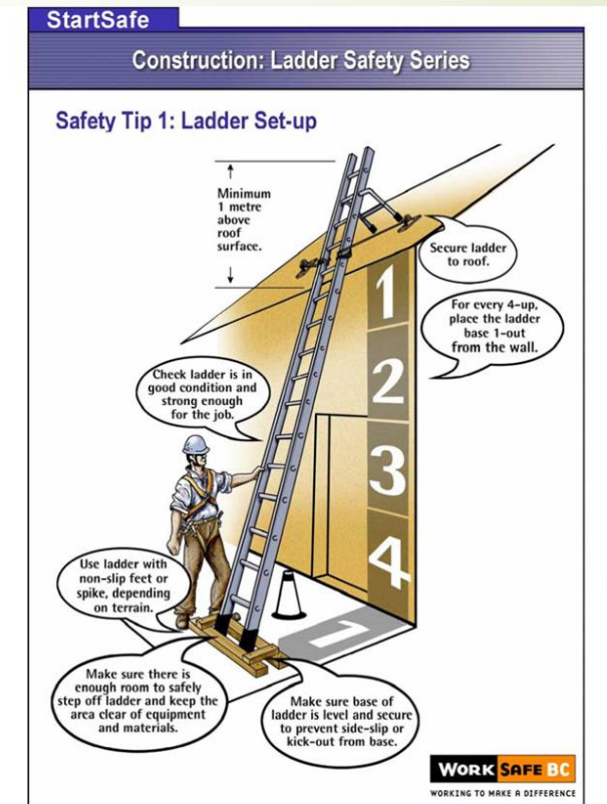
## Bullying and Harassment

- ▶ Bullying is usually seen as acts or verbal comments that could psychologically or 'mentally' hurt or isolate a person in the workplace. Sometimes, bullying can involve negative physical contact as well.
- ▶ Bullying usually involves repeated incidents or a pattern of behavior that is intended to intimidate, offend, degrade or humiliate a particular person or group of people.
- ▶ It has also been described as the assertion of power through aggression.



# Extension Ladder Safety

- The bottom of a ladder must be secured to prevent it from kicking out.
- The top of the ladder must be secured to prevent it from being able to move in any direction.
- The angle of a ladder must be at a 4:1 ratio. For example, if the top part of the ladder rests on a wall surface 12 feet up from the base, then the ladder should be 3 feet out from the bottom of the wall.



## Fall Protection

- ▶ Fall protection is required when working at heights greater than 3 meters (10 feet), or from a lesser height from which an unusual risk of injury may occur. You must remain 6.5 feet away from any unguarded edge.



# COVID-19 Hand Washing & Sanitizing

All "Insert Company Name Here" employees must wash their hands with SOAP and WATER at the following minimum intervals. Refrain from touching your face, eyes and mouth during your shift:

- At the start of every shift
- At each break interval
- At lunch break before and after (especially before consuming food)
- At the end of every shift
- After using the washroom

## How to wash your hands properly



## Safe Sharps Disposal

- ▶ If a sharp is found inside the building or outside around the site please report it to your Supervisor immediately.
- ▶ Do not try and handle or pick up the sharp yourself unless you have been trained in proper safe sharps disposal procedures.





## Muster Station

▶ The muster station is located \_\_\_\_\_

[Insert Image  
Here]



## First Aid Procedures

- ▶ The main first aid room is located:  

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- ▶ Location of first aid facilities and how to summon first aid procedures will be educated to you during the orientation session.
- ▶ First aid on site can be contacted by blowing the site air horn 3 TIMES (long horns).

## Slips, Trips and Falls

- Slips, Trips and Falls are the number one cause of injuries in the workplace.
- The best way to prevent slips and trips is to practice good housekeeping. Keep pathways and work areas clear of materials and debris.
- Always have a clear visual view of your walking path.
- Take your time when performing jobs tasks. Don't rush!

