

SAFETY CHECKLIST

I, _____ understand Saunders Staffing, Inc.'s commitment to safety, quality and service. I also understand:

_____ Ninety (90) percent of all accidents are caused by the unsafe actions of the employee.

_____ I am responsible for safety.

_____ Instructions on reporting unsafe or faulty equipment conditions.

_____ Instructions on reporting accidents and near-misses.

_____ Instructions on safe lifting procedures.

_____ Instructions on use of personal protective equipment.

_____ My personal responsibility to be informed of proper work procedures when using tools.

_____ The importance of knowing the proper handling of any chemicals used on the job.

_____ The importance of observing all rules concerning fire prevention, including proper use and handling of all flammable materials, chemicals, location of smoking areas, fire exits and location and use of fire extinguishers.

_____ The importance of knowing the location of the first-aid kits, who is responsible and qualified to perform first aid.

_____ The risks associated with blood-borne pathogens and the necessity to wear rubber gloves and to avoid contact with blood and other bodily fluids if administering first aid.

_____ The importance of asking questions of client supervisor or trainer if unsure of proper safe work procedures.

_____ The importance of informing the Safety Coordinator of any change in job assignment.

_____ I am committed to working safely, staying alert and understand that Saunders Staffing, Inc.'s highest priority is to the safety of its employees and client's employees.

_____ That Saunders Staffing, Inc. expects all employees to work safely and will not tolerate unsafe work habits, horseplay, the use of drugs or alcohol on the job or any other actions by the employee, needlessly placing him or others at risk.

I also acknowledge that I have received Saunders Staffing, Inc.'s Safety Handbook.

Employee's Signature

Date

Safety Coordinator's Signature

