

WORK PLACE SAFETY GUIDELINES 001:

A beginners guide to creating a safe work space



PERSONAL SAFETY

Safety begins with the individual. The well-being of the individual is paramount whether or not a system that ensures the safety of the corporate body is put in place.

The guidelines for Personal Safety include:

Situational Awareness: This means paying attention to the situation around you wherever you are. examine your surroundings and identify potential threats as the first step in reducing the likelihood of a safety or security incident.

So, when at work, or performing any task, it is important to always be aware of your immediate environment.



CORPORATE SAFETY

Building Community Relationships:

Safety in the corporate settings is built upon relationships and trust. Each person takes responsibility for the safety and welfare of every other member of that community.

Corporate safety encompasses

1. Sharing safety information
2. Watching out for your colleagues
3. Training staff on safety protocols and use of PPE's
4. Operating a safe office state policy

GENERAL SAFETY

Safe Community Model:

When Personal safety and Corporate safety measures have been put in place and proper safety policies have been adhered to, we can then create a safer community by setting up a Safe Community model.

This is a long-term, sustainable, and coordinated program, based on partnership and collaboration, covering all genders, ages, environments, and situations that targets vulnerable groups and high-risk environments.

SAFETY BOARD

Safety training

There will be a safety training coming up in March on the use of the Fire extinguisher and emergency protocols.

Many thanks.

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