



Be a Safety Lookout

Spot workplace hazards and avoid incidents



1 Avoid **distracted** walking

2 Use **extra caution** in high traffic areas, around corners and near doorways

3 Check workstations for **exposed cords** and other **tripping hazards**

4 **Stack materials** to prevent sliding, falling or collapsing

5 Ensure **cups & glasses** have **lids on** them to prevent spills

6 Be sure people are wearing the **proper personal protective equipment**



7 Make sure **heavy objects** are **stored close to the floor** and out of walkways

8 **Close open file cabinet drawers** that aren't in use

9 **Open one file cabinet drawer at a time** to prevent a tip-over



25% OF ALL WORKPLACE INJURY CLAIMS reported each year are the result of slips, trips and falls.

For more information on this and other safety topics, please log on to the member-exclusive website at nsc.org.