

# SANITATION AND SAFETY N4

## MODULE 5 - SAFETY

All these questions are in your Future Managers Textbook, but to ease your work, I have copied it to ONE page.

### **Activity 1**

In pairs, demonstrate how to lift heavy items safely off the ground.

### **Activity 2**

How can people prevent accidents from occurring in the workplace?

Posted on September 27, 2011

#### **Common causes of workplace injuries to be aware of while on-the-job**

Article by Daniel Beasley

Each year millions of Americans are injured in workplace accidents. Injuries are considered work related when they either occurred at work or your job contributed to the injury in some manner. Listed below are some of the most common causes of workplace injuries.

**Lifting injuries.** Injuries due to workers lifting things cause more work absences than any other workplace accident. The most common injuries reported with lifting are back injuries, muscle strain, sprains, and in some cases more serious injuries.

**Falling objects.** Workers who are injured by falling objects generally are people who work in warehouses or other facilities that have some type of overhead storage. Machinery that carry piles of crates, boxes, or other work related materials, such as a hi-lo, need to have workers operate them who are properly trained. Even with all possible safety precautions in place, accidents can and do happen. Being hit with a falling object can cause head injuries, neck injuries, back injuries, and in some cases, even death.

**Heavy equipment accidents.** Many people who work at construction sites and manufacturing plants come into contact with heavy equipment on a daily basis. A piece of heavy equipment can malfunction, or be improperly maintained causing thousands of injuries every year to American workers.

**Slip and fall accidents.** Some of the most frequent workplace injuries are a direct result of a slip and fall accident. Common causes of slips and falls at work are due to slippery floors, leaks from machinery onto the floor, torn carpeting, electrical cords, and other hazards. Injuries in a slip and fall can include head injuries, back injuries, broken bones, strains and sprains, and in very severe cases, death.

### **Activity 3**

Procedures for dealing with and reporting accidents.

### **Activity 4**

Why is it important to report faults immediately? And what is the correct procedure to follow when reporting faults?

**Activity 5**

Why is it cost effective to carry out preventative maintenance than to repair equipment when it breaks down?

**Activity 6**

In groups, demonstrate how to use a dry powder extinguisher in case of a fire

**Activity 7**

Emergency telephone numbers should be clearly displayed next to all telephones – this should include Fire Brigade, Police, Ambulance etc. This facilitates for easy access in an emergency situation when staff need to act quickly. Fill in the table below by entering the emergency numbers in your area.

Organisation	Telephone number
Fire Department	
Local Police Station	
Bomb Squad	
Ambulance	
Doctor	
Traffic Department	
Electricity Faults	
Water Faults	