

# DON'T TAKE THE RISK

### Watch where you're going.

#### Worksites need housework.

Keeping the workplace clean and tidy can minimise injuries resulting from slipping over, tripping up or bashing into something because you haven't watched where you are going.

It's not just you and your mates that are at risk, poor standards of workplace housekeeping are also potential hazards to members of the public.

#### It will only take a minute to check out these tips that could help avoid hurting yourself or someone else.

You should expect your boss to provide a workplace that is safe from injury and risks to health.

Acceptable standards of housekeeping, however, should be common sense. Good waste and materials management make for improved productivity, maximise available storage space and most importantly, significantly reduce the likelihood of an accident happening.



- Pre-Plan. Assess how the site is working - where things are placed (such as temporary work benches, materials etc.) in relation to how you are using the equipment, access and what else is happening on site (eg: scaffolding / movement within site).
- Make sure you do end-of-day clean-ups.
- Always wear your PPE - appropriate head protection (hard hat) and foot protection (safety boots), should be worn at all times where required / instructed.



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## **Don't fall asleep on the job**

Fatigue can cause you to be distracted or to miss something obvious. Often a number of factors combine to increase fatigue to the point where you could be putting your own or someone else's safety at risk.

**What is fatigue?** Fatigue is more than feeling tired and drowsy. In a work context, fatigue is a state of mental and/or physical exhaustion which reduces a person's ability to perform work safely and effectively. It can occur because of prolonged mental or physical activity, sleep loss and/or disruption of the internal body clock. Fatigue can be caused by factors which may be work related, non-work related or a combination of both and can accumulate over time.

**Why is fatigue a problem in the workplace?** Fatigue may increase the risk of incidents because of a lack of alertness. Fatigue may result in a slower reaction to signals or situations and affect the ability to make good decisions. The effects of fatigue can reduce your:

- Ability to make decisions.
- Ability to use power tool and equipment safely.
- Ability to do complex planning.
- Ability to safely work at heights.
- Communication skills.
- Productivity and performance.
- Attention.
- Ability to handle stress.
- Reaction time.
- Ability to recall details.
- Ability to respond to changes in surroundings.

## **Take a minute to check you're not too tired to work and avoid hurting yourself or someone else.**

To reduce the risk of being involved in a work incident caused by fatigue, you should:

- Understand your sleep, rest and recovery needs and obtain adequate rest and sleep away from work.
- Seek medical advice and assistance if you have or are concerned about a health condition that affects your sleep and/or causes fatigue.
- Assess your own fitness for work before commencing work.
- Monitor your level of alertness and concentration while you are at work.
- Maintain hydration (drink water).
- Do some stretching or physical exercise, adjust the work environment (lighting, temperature).
- Talk to your boss if you foresee or experience being impaired by fatigue likely to create a health and safety risk e.g. because of a health condition, excessive work demands or personal circumstances.

**If you do not feel safe, don't do it.** Simply stop and speak with your employer, host trainer or field officer.

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