

Accident Prevention toolbox talk

A simple, 5 minute outline of what to cover in a toolbox talk on Accident Prevention.



[Download a Accident Prevention toolbox talk pdf](#)

This toolbox will cover the causes of accidents, accident prevention in the workplace and the costs of accidents to you.

Why run a Accident Prevention Toolbox Talk?

- It's too late to plan for prevention once an accident has occurred
- People cause accidents; not equipment or other hazards such as chemicals
- The personal costs of accidents to you or others

Causes of Accidents in The Workplace

- People who are under the influence of alcohol and drugs
- People not following instructions
- People not following the training that they have been given
- People doing tasks that they are not trained to do e.g., operate plant machinery
- Unsafe manual handling, loading, stacking, and storing
- Overloading of workplaces, scaffolding, hoists etc.

- Use of faulty equipment
- Incorrect handling or transportation of chemicals
- Failure to use personal protective equipment PPE
- Ignoring safety signs, signals, and warning signs
- Illegal removing of guards and barriers from machinery and tools
- Directing compressed air at yourself and others

- Workplace complacency
- Keep your work area clear – don't leave tools, equipment and debris laying around

Accident Prevention in The Workplace

- Do not remove guards or barriers
- Follow instructions
- Follow your training
- Do not do any tasks you are not trained for
- Don't be under the influence of drugs and alcohol
- Use your PPE and wear it correctly
- Do not use faulty equipment
- Don't get complacent
- Do not overload scaffolding, workplaces, storage, hoists etc.
- Manual handling should be done correctly and safely
- Don't direct compressed air at yourself or others
- Keep your work area clear and clean
- Do not do any tasks that you're not trained to do
- Do not handle and transport chemicals if you're not trained to handle them
- Obey all warning signals and signs

Personal Costs of Accidents to You or Others

- Unable to do your job and your hobbies
- Reduced personal satisfaction, life balance
- Loss of earnings – leading to potential financial struggles
- Extra expenses due to permanent disability

Key takeaways:

- *Your actions can have significant consequences*
- *Do not get complacent at work*
- *Do not do any tasks you are not trained to do*
- *Always follow training and instructions*

- *Don't be under the influence of alcohol and drugs*

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