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| SAFETY  TIP OF THE MONTH | reestablish a good safety routine  * Envision putting on your seatbelt, the route you will drive to work, even the parking space in which you normally park. * Recall workplace hazards that all workers must watch out for and be aware of as they travel about the facility. * Scan your path of travel for hazards, the objects and obstacles you were used to may have been moved, new items may be stored in areas you are not expecting and walkways and safe travel areas you have been used to may have been rerouted. * Reestablish good safety habits before starting to work. * Review the critical steps of your job and the specific things you must do to stay safe. * Remind yourself of any protective equipment required to do the job. * Consider a slower pace until your skills become fine-tuned again. * Recognize if you are getting behind in your work, frustrated or just feeling fragmented, don’t work faster. Take a break and realign yourself. * Envision how you have successfully performed actions you normally take. |
| **back to work back to Safety**  Distraction, falling out of routine, reporting for work exhausted, forgetting about common hazards, not being aware of workplace changes, frustration, poor job planning and organization, depression and mood swings are all common contributors to workplace incidents after employees spend time away from work.  Safety is a routine, a routine that can be easily broken by time away from work and reestablishing a good safety routine starts at home. A good safety routine starts with getting the proper amount of sleep prior to going to work.  This can be especially hard after periods of sheltering in place, social isolation and other pandemnic anxieties. It helps to have a definite plan so activities and crisis distractions can come to an end in time to restore normal order to your home and work environment.  Returning to a normal home routine is one key to returning to a normal work routine. |
| The hazards of our job remain, regardless of our mood or emotional state. Maintaining a good safety attitude and level emotional state is a habit that may need to be relearned after time away. | reestablish a good attitude  * Maintaining a good safety attitude and level emotional state is also a habit that may need to be realigned after time away from work. * Reestablishing situational awareness may be easier for some of us. * When we return to work, no matter the reason we are away and no matter what state of mind, we must guard against being distracted when it comes to safety. * The hazards of our job remain, regardless of our mood or emotional state * After being away from work, be aware that your safety skills, work habits and even your attitude may need to be realigned pre-vacation. |

*Training Attendance Form*

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| **Company Name:** |  | |
| **Date / Time:** |  |  |
| **Instructor:** |  | |
| **Training:** | **Back To Work – Back To Safety** | |
| **Training**  **Objectives:** | * Discuss reestablishing a good safety routine * Discuss reestablishing a good attitude * Discuss team best practices for re-engaging after vacation/holidays * Discuss any new hazards, changes in the work environment | |

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| **Print Name** | **Signature** |
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