

GOAL

**Injury Free
Work**

**Maintain
Hazard – Free
Work Activity**

**Conduct
360°
Walk Around**



Training Course

**Remove
Hazards**



**Recognize
Potential
Hazards**





Hazard Awareness

In order to prevent injuries and illnesses, you must identify the potential hazards in your workplace, your vehicle and at home.

First, what exactly is a hazard?

A hazard is any action, condition or exposure that has the potential to cause:

- Injury or illness to people
- Damage to equipment, structures or property

Hazards vary greatly depending on the type of jobs being performed in the work environment. It is important to remember that every workplace has hazards.



Hazard Awareness

Some hazards are easy to see and avoid. Examples include:

- Grinding without a face shield
- Working in the shop and warehouse without standard PPE
- Lifting heavy product and boxes without help
- Straining too hard on a bolt or stuck component
- Using the shop floor instead of the work bench
- Leaving packaging and parts around the work area
- Working under a muddy vehicle with no face shield
- Welding without a hood, full leathers, and welding gloves

Knowing how to recognize hazards and learning how to continually be on the lookout for hazards are a critical component in keeping you and others around you safe.



Hazard Awareness

What type of hazards are there? Can you recognize these examples?

- Safety – tripping hazards, wet floors, using ladders, using a piece of equipment that you are not familiar with, missing guards, equipment malfunction or breakdown, and frayed electrical cords.
- Ergonomic – repetitive movements, improper set up of workstation, awkward stacking of materials, overexertion, vibration, and old or damaged hand tools.
- Physical – temperature extremes, product weight, loud noise, improper lighting, welding arc, overexerting, and lasers.
- Biological – viruses, bacteria, plants, insects, animals, mold, and salmonella.
- Psychosocial – stress, violence, and harassment.
- Chemical – hazard depends upon the properties of the chemical.



Hazard Awareness

As you start to look for the hazards in your work and personal life, ask yourself these questions:

- What materials or situations do I come in contact with?
- What materials, equipment or vehicles could I be struck by?
- What objects or equipment could I strike my body against?
- What objects or equipment could part of my body be caught in, on or between?
- What can I do to avoid the hazards from previous injuries?



Hazard Awareness

4WP 360° is a hazard awareness and hazard recognition program designed to use your knowledge to ensure a safe environment before starting a work task. Recognizing hazards can only be realized upon conducting a complete and thorough 360° walk around your work area. If you find even the slightest hazard, make sure to fix it before starting your work.

A 4WP 360° Hazard Awareness check must be done **before starting any work activity.**

Let's look at a few examples.....



Hazard Awareness



- In this example there are trip hazards and housekeeping that pose a risk.
- Potential hazards you should avoid:
 - Trip hazards
 - Lifting hazards
 - Sharp edges



Hazard Awareness

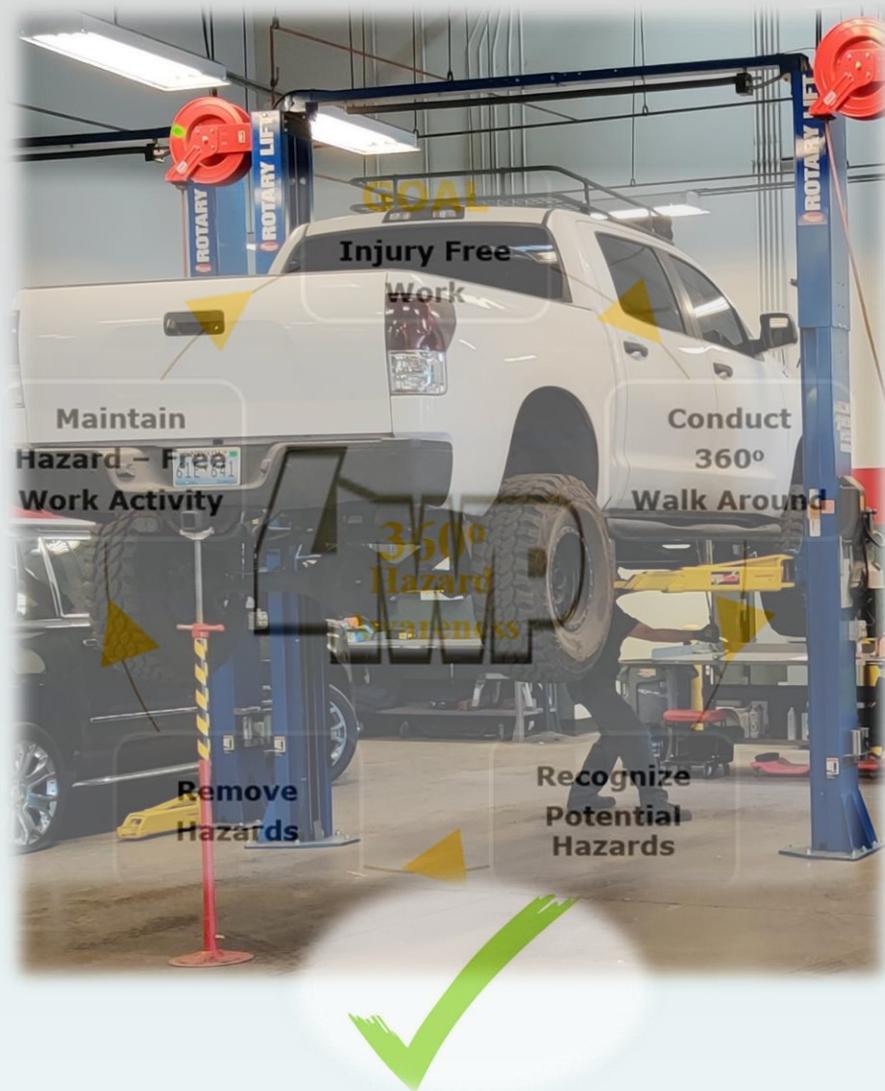
- In this example there are trip hazards, housekeeping, blocked fire extinguisher, blocked eyewash, and trash and debris.
- Potential hazards you should avoid:
 - Trip hazards
 - Lifting hazards
 - Sharp edges
 - Fire hazards





Hazard Awareness

- In this example the Tech is conducting a walk-around of the vehicles perimeter prior to lowering the vehicle for a test drive.
- Hazards that were seen in the previous example are not present.
 - Good housekeeping
 - Clear walking path
 - Tools used on shop table
 - No product packaging etc.





Hazard Awareness

- In this example a tech is checking the work area before bringing a vehicle to lift.
- Hazards you should look for:
 - Housekeeping
 - Obstructed path
 - Weight capacity
 - Lift components
 - Clear walk path





Hazard Awareness

- In this example the employee is going on a break and returning from a break
- Hazards you should look for:
 - Dirty/oily hands
 - Microwave safe dishes
 - Enclosed environment away from shop or work area
 - Water and plugged in utilities
 - Unsanitary conditions
 - Spills and food left behind
 - Overheated water





Hazard Awareness

- In these examples we are walking into a room, office area and hallway.
- Hazards you should look for:
 - Trip hazards
 - Electrical hazards
 - Path of intended travel
 - Open file cabinets
 - Exits are clear and marked
 - Desk is set to the right level
 - The chair is the correct size and in working order
 - Phone and keyboard have clear access





Hazard Awareness

Continuous Monitoring of the Work Areas

- ✓ Periodically conduct a 360° walk around of the work area to ensure the area remains safe.
- ✓ STOP work activity if it becomes unsafe due to other work activity, a potential risk develops, or housekeeping is required.
- ✓ Ask a trusted teammate to perform a 360° evaluation of your area for their suggested improvements and safe work ideas.



Hazard Awareness

From this point forward maintain - Smart Work Habits

- ✓ Think about all the potential hazards that your job will have before starting.
- ✓ Inspect your equipment and the work area for hazards before starting.
- ✓ Never try to do a job alone that needs two people. Ask for help.
- ✓ If the task requires additional personal protective equipment, go get it and wear it.
- ✓ Tell your manager if you see anything that you feel has the potential to be unsafe. Fix it before continuing the job.
- ✓ Make good housekeeping a habit. Continue to clean throughout the job and throughout the day.