

ASSIGNMENT #3 – SAFETY ASSIGNMENT

Safety is a big concern in many different types of jobs. Acquaint yourself with the safety procedures and concerns of your placement. Answer all of the questions below concerning health and safety neatly, completely and in complete sentences (where appropriate) in the space provided. **Attach labelled floor plans for clarity.**

Due Date: This assignment is due at the start of the first integration meeting on _____.

1. Attach a detailed floor plan of your workplace and label the following items on the floor plan:
first aid kit, first aid station, eye wash, shower, fire alarms, fire extinguishers, sprinkler, emergency/fire exits, your work station, your supervisor's work station, phones, and any other safety device applicable to your work environment.
2. In case of an emergency, who do you contact? _____
3. If you have to make an emergency phone call, do you know how to operate the phone system (eg. Explain how to get an outside line? _____
Do you have a list of phone numbers available to you? _____
4. Identify at least five items that are in the first aid kit?

5. What is the name of the safety officer at your placement? _____
6. Where is the safety manual kept? _____
7. List any potential hazards unique to your workplace (eg. chemicals, electrical equipment, etc.).



8. List any special emergency procedures in place at your work site to be followed in an emergency.

9. What evidence is there of safety notices and posters at your workplace? Describe. _____

10. What personal protective equipment are you required to wear at your placement?



11. Are you required to complete any special training in order to work in this environment (eg. WHMIS, Fall Protection, CPR, First Aid, Other)? _____

12. Are there any ergonomic concerns about your workplace? _____

13. What is the procedure for reporting an accident? _____

**** Marking Scheme ~ Safety Assignment ****

Co-op Assignment #3

Student Name: _____

Thinking and Inquiry /15

- Responses are detailed, accurate, and complete.

Application..... /5

- Detailed floor plans of the work area are included

Communication /5

- Complete sentences, thoughtful responses, spelling, grammar, punctuation, etc.

Total /25