SAFETY INFORMATION SHEET

MAIN CAUSES OF ACCIDENTS

WHAT THIS SHEET APPLIES TO
Anyone working in the Benedicta Arts Center or the Stephen B. Humphrey Theater

RISKS INCLUDE
Personal injury, injury to others, damage to equipment and facilities.

GUIDELINES, RULES, & PROCEDURES
1. Lack of proper training.
3. Consciously ignoring safety procedures.
4. Poor planning.
5. Fatigue.
6. Not staying focused on your work or being distracted.
8. Taking unnecessary risks.
9. Using equipment that has not been properly maintained.

FOR FURTHER UNDERSTANDING

EMERGENCY- Contacts: CSB Security at 5000 or 9-911. SJU Life Safety at 911 or 2144

To report injury that occurred while working for compensation, supervisor/employee use the incident report form and submit completed report to Human Resources, preferably within 24 hours.

To report injury that occurred at non-compensated work e.g. Class activity, supervisor/student use the academic injury report form and submit completed report to Environmental Health & Safety office.