



# 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.                | 6. Not staying focused on your work or being distracted.  |
| 2. Misunderstanding.                       | 7. Hurrying.  |
| 3. Consciously ignoring safety procedures. | 8. Taking unnecessary risks.                              |
| 4. Poor planning.                          | 9. Using equipment that has not been properly maintained. |
| 5. Fatigue.                                |   |

### FOR FURTHER UNDERSTANDING

---

Rossol, Monona. *Stage Fright: Health and Safety in the Theater—A Practical Guide*. Rev. Ed. New York: Allworth Press, 1991.

### 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 24hours.

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.