

Safe Work Procedure

Incident/Accident Response

Facility:	Written By:	Approved By:	Date Created	Date of Last Revision:

Hazards Present:	PPE or Devices Required:	Additional Training Required:
Potential death Potential Injury	Steel toed boots Eye protection Hand protection Hard hat Reflective vest	First Aid

Safe Work Procedure:
<ol style="list-style-type: none"> 1 Stop everything. 2 Call safety rep/supervisor or foreman 3 Safety rep, supervisor or foreman to initiate response procedure and call 911 4 Ensure that equipment involved is not moved and incident/accident scene is not disturbed 5 In case of an injury, allow personnel trained in First Aid to take care of casualty victim as soon as possible 6 Ensure the casualty is not moved unless a greater and imminent danger will arise by leaving them in original position and location 7 If the site is remote or hard to locate, have someone go out to the street or roadway to flag in the ambulance 8 Upon ambulance arrival, inform and assist medical personnel as required 9 After assessment and statements have been taken, follow instructions from your supervisor 10 All dangerous occurrences, even those that do not involve injury or property damage must be reported to the Workplace Safety and Health

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure

REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR

Guidance Documents/Standards: MB Workplace Safety & Health Act & Regulations: 5 First Aid 6 Personal Protective Equipment	This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years Reviewed By Worker Rep/WSH Committee: Date:
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