



## Staying Safe at Work



### Overview

Every job comes with risks. Whether you do manual labor or sit behind a desk, a day on the job is one that can lead to injury. But there are plenty of things you can do to stay safe at work. These tips can help.

### Follow safety guidelines

First, follow all of your workplace safety guidelines. Wear protective gear as recommended. Stay out of danger zones. When you're unclear on how to do something safely, ask someone. If you don't follow the basic safety guidelines, you put yourself and others at risk.

### Repetitive jobs

If your job is a repetitive one, take some time to warm up before you begin working. Make sure your work area is set up correctly. Keep tools and equipment where you can reach them easily and safely. And take stretch breaks whenever you can throughout the day.

### Heavy lifting

If your job requires lifting, use proper lifting techniques. Bend at your knees, and keep your back straight. Lift with your legs, not your back. Ask for help when you need it.

### If you use a computer

If you use a computer, make sure your workstation is comfortable for your body. Set up your desk, chair, keyboard and mouse so you can work without strain. If you need things like back support, a foot rest or better lighting, ask for them.

### Conclusion

And finally, don't forget to focus on your health. Eat a nutritious diet, stay active, get enough sleep and make sure you're managing your stress levels. Staying healthy can help you avoid injuries on the job.