New Worker Checklist



Are you new here? Use this checklist to make sure you know what you need to know to work here safely:

☒How should you report an emergency?

☒What are your escape routes and duties during an evacuation?

☒Where are the fire extinguishers?

☒Where are the safety showers and eyewash stations?

☒Who is the contact for first aid and where are the supplies?

☒To whom should you report an injury or near-miss incident?

☒What personal protective equipment is needed for your work?

☒What dangerous chemicals are present in the work area?

What other hazards are present, such as heat, laser equipment, moving machinery or radiation?

You should be able to answer all of these questions. If not, talk to your supervisor to get more information.

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