



Where can I get help?

Think about the risks at various kinds of work.

For example, did you know:

- On average, 2 to 3 people under the age of 25 are killed on the job each year. Fatal injuries among young workers are most likely to occur in construction.
- Hand and eye injuries are the most common type of injury for those under 25 – most of these are easily preventable with proper personal protective equipment.
- One person under the age of 25 is injured every hour in Manitoba.
- Almost half of work related injuries occur in the first 6 months on a new job.

**ASK Questions!**

Where can you learn more about safety and health?

Learn “the basics” on-line by going through the on-line course “Health and Safety 101” found at:

[http://www.safemanitoba.com/hs\\_101\\_manitoba/presentation/index.aspx](http://www.safemanitoba.com/hs_101_manitoba/presentation/index.aspx)

Take the Passport to Safety test at [www.passporttosafety.com](http://www.passporttosafety.com)

Visit these websites:

<http://www.jobsafecanada.ca/en/default.html>

[www.gov.mb.ca/labour/safety](http://www.gov.mb.ca/labour/safety)

[www.safemanitoba.com](http://www.safemanitoba.com)

[www.safeworkersoftomorrow.com](http://www.safeworkersoftomorrow.com)

<http://www2.worksafefbc.com/Topics/YoungWorker/Home.asp>

<http://www.worksmartontario.gov.on.ca/scripts/default.asp>

Your employer is legally responsible for putting safe work practices in place, and you’re responsible for following them. If you have safety and health concerns, it’s your responsibility to report them. Here’s where to raise questions.

1. If a task feels unsafe, tell your immediate supervisor, and explain why you’re not comfortable. In most cases, the issue will be resolved at this stage.
2. If you don’t get a satisfactory answer from your immediate supervisor, or they’re not available, go to their supervisor.
3. If you’re still not satisfied, ask your safety representative, a member of the safety committee, or a shop steward.
4. Most problems are solved before getting to this stage, but your last resort is the Workplace Safety and Health Division (WSH) or Human Resources and Skills Development Canada (HRSDC).

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Call the Workplace Safety and Health Division at 945-3446 or 1-800-282-8069 if you live outside Winnipeg and talk to a Client Services Officer about your concerns.

Or call the HRSDC – Labour Program at 983-6375 (for service in English) or 983-2442 (for service in French). If you live outside Winnipeg, call 1-800-838-2033.



[www.safemanitoba.com](http://www.safemanitoba.com)



Getting A Job?

What you need to know about your safety and health...





# WHEN IT COMES TO SAFETY AT WORK, IT'S EVERYONE'S RESPONSIBILITY.

A new job can make anyone nervous. So you may not think to ask about safety at work. But you need to know about any workplace hazards to stay in one piece and collect your pay cheque — and eventually to grow into better jobs.

Every year almost 7000 young people are hurt at work in Manitoba. This especially means **those of you under 25** but all new workers are at greater risk of being hurt in a new job. Injuries happen in all kinds of workplaces, not just the ones you might expect.

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## What are your safety and health rights...

When it comes to safety and health, every worker in Manitoba, regardless of age, has three basic rights in the workplace.

They are:

**The right to know** – about what hazards there are in the workplace and what precautions must be taken to prevent injuries from these hazards.

**The right to participate** – in safety and health activities in the workplace without fear of any form of discriminatory action such as discipline.

**The right to refuse** – work that they reasonably believe can be dangerous to themselves or others.

Most bosses know that safety pays off. Injuries cause them a lot of trouble on top of the pain of someone who's hurt, and they appreciate it when a worker asks or tells them about safety hazards. They know good safety is good business, for everyone.

- education and training about safe work procedures including how to recognize hazards on the job
- supervision to make sure you can work without undue risk
- equipment and safety gear required to do your job safely. (You might be asked to provide some personal equipment such as steel-toed shoes. These would be your responsibility to buy and wear.)
- refuse to do tasks and work in conditions that you think are unsafe, and you can't be fired or disciplined for refusing

You have rights when someone hires you, but these rights come with certain responsibilities. You are responsible for working without undue risk to yourself or others.

## To keep safe on the job:

- don't assume you can do something you've never done before. Ask your supervisor to show you how to do it safely before you begin work
- ask your employer for training on the safe work procedures for each task you must perform
- use all safety gear and protective clothing when and where required
- always follow safe work procedures and encourage your co-workers to do the same
- keep your work area clean and tidy
- correct unsafe conditions immediately or report them right away to your supervisor
- ask for training on how to handle any hazardous materials or chemicals you use on the job
- talk to your supervisor if you have any doubts about your safety and health
- tell your supervisor of any limitations you have that may make you unable to perform a task safely

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Your boss can't read your mind, so always ask **if you're not clear** about doing something safely. Saying you're not sure or uncomfortable can be hard, even for experienced workers. But it's more than worth it to keep from getting hurt. Taking risks is not smart, and smart employers know it. Most supervisors will respect you for asking. Think of supervisors as teachers who may like it when people recognize what they know. Use their experience to your advantage. Approach them respectfully; speak confidently, and say something like...

**...I really like working with this equipment, but there's a lot to remember. Can you spare a few minutes to go over it again?**

or

**...I really think I've got the hang of this, but can you watch to make sure I'm doing everything right?**

or

**...I'm still not comfortable with this; would you explain it again?**

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# SAFE WORK

**S** SPOT THE HAZARD  
**A** ASSESS THE RISK  
**F** FIND A SAFER WAY  
**E** EVERYDAY