

Guidelines for Handling Knives

- Keep all knives in their proper storage places when not in use. Do not leave them in the sink or in places where they are not clearly visible.
- · Use the right knife for the job.
- Keep knives and other cutting tools in good condition. Report unsafe equipment to your manager or supervisor right away.
- · Never use a dull knife because it will take more force to cut, which increases your risk of injury.
- · Use cut resistant gloves.
- · Use the proper cutting technique for the type of task at hand.
- · Make sure the handle offers good grip. Wipe it down if it's wet, oily or tacky.
- · Never cut towards you.
- · Carry knives with the blade pointed downward.
- · Never attempt to catch a falling knife.
- · Focus on the task! If you get distracted while using a knife, stop what you're doing until you can focus.
- · Make sure you have enough space to work safely.

Guidelines for handling broken glass

- · Wear protective gloves. Never pick up glass with your bare hands.
- · Always use a dustpan and broom.
- Never throw broken glass into a food-designated garbage can or put it down a drain. Place it in a
 designated container for broken glass.
- · Wear safety glasses when necessary.

Remember to report any injury, no matter how minor, to your manager or supervisor immediately so that they can help you determine what course of medical action to take.

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