

# Job Safety Checklist

Company Name: E.M.I. Mechanical, Inc. dba Empire Northeast,  
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Gouverneur, NY 13642  
315-287-3528

Job Name \_\_\_\_\_ Date \_\_\_\_\_

- Always follow all safety rules and regulations.
- Learn to recognize unsafe conditions and be sure to correct them.
- Make safety your responsibility -- don't depend on others.
- Handle hazardous materials properly -- check the MSDS for accurate information.
- Develop good housekeeping habits.
- Inspect electrical and hand tools before use.
- When it's heavy get some help. Don't be a hurt hero.
- Never smoke around flammables.
- Read and heed signs and other warnings.
- Don't take chances -- check it out first -- only fools rush in.
- Watch out for pinch points and sharp edges. Keep your work area neat and clean.
- Avoid horseplay -- someone always gets hurt. Report injuries to your supervisor promptly.
- Near misses are warnings -- the next time could be much worse.
- Wear personal protective gear properly and whenever required.
- When in doubt -- lock it out.
- Select the right tool for the job.
- Wear your seat belt -- the life you save may be yours.
- Check the label and read the manufacturer's instructions before use. Watch out for others on the job.
- Follow proper trenching safety guidelines -- bench, shore, or sheet.
- Call for help when there is an emergency.
- Ask questions whenever you're in doubt.

IF IT DOESN'T LOOK, FEEL OR SMELL RIGHT SAVE THE DAY & BACK AWAY!

Safety Recommendations: \_\_\_\_\_

Job Specific Topics: \_\_\_\_\_

M.S.D.S Reviewed: \_\_\_\_\_

Attended By: \_\_\_\_\_

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Signature: \_\_\_\_\_