

# A SAFE & HEALTHFUL WORKPLACE BEGINS WITH YOU!

**POLICY:** It is our policy to have a safe and healthful workplace. We have implemented an injury and illness prevention program for your protection and the protection of fellow workers.

**GOAL:** Our main goal is to prevent accidents and illnesses in the workplace. Employees and members of management are expected to follow all requirements of Federal, state and local governments to ensure a safe environment.

**COMMUNICATION:** We have made a commitment to provide a safe workplace and encourage you to make suggestions so that we can maintain a policy of prevention. If you have any questions, please contact the following persons in charge of safety at this company.

To Report A Claim Contact:  
**ZURICH CLAIMS SERVICES**  
Telephone: 800-987-3373

**SAFETY DIRECTOR:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**SAFETY SUPERVISOR:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

## SAFETY MEETINGS

Employees will meet on a regular basis to receive safety training and information about our company's safety policies and procedures. Attendance at all scheduled safety training and information meetings is mandatory.



# Job Safety and Health IT'S THE LAW!

## All workers have the right to:

- A safe workplace.
- Raise a safety or health concern with your employer or OSHA, or report a work-related injury or illness, without being retaliated against.
- Receive information and training on job hazards, including all hazardous substances in your workplace.
- Request a confidential OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. You have the right to have a representative contact OSHA on your behalf.
- Participate (or have your representative participate) in an OSHA inspection and speak in private to the inspector.
- File a complaint with OSHA within 30 days (by phone, online or by mail) if you have been retaliated against for using your rights.
- See any OSHA citations issued to your employer.
- Request copies of your medical records, tests that measure hazards in the workplace, and the workplace injury and illness log.

## Employers must:

- Provide employees a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or illness.
- Comply with all applicable OSHA standards.
- Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization, amputation, or loss of an eye.
- Provide required training to all workers in a language and vocabulary they can understand.
- Prominently display this poster in the workplace.
- Post OSHA citations at or near the place of the alleged violations.

On-Site Consultation services are available to small and medium-sized employers, without citation or penalty, through OSHA-supported consultation programs in every state.

*This poster is available free from OSHA.*

**Contact OSHA. We can help.**

