

YOUNG WORKERS X-TREME SAFETY



TAKE CHARGE CARD

Know your rights, the rules and the risks. *Alberta*

Before you take on the job world – take charge!

- 1 Know the rules and follow them.
- 2 Have the proper training.
- 3 Assess the risks and know how to deal with them.
- 4 Use safety equipment.
- 5 Communicate with your co-workers and leaders.

Spot the hazard before it happens.

Ask yourself **what if** questions. **What if** I bump into that open container of hot oil? What would happen then? You get the idea. Prevention is the first step in staying safe.

If you get hurt – even if it's no big deal:

- Tell your employer; it will help them find ways to improve workplace health and safety practices.
- Get medical treatment, if you need it.
- Fill out a WCB Report of Injury form.

You have rights.

If you think it's unsafe – stop.

If you believe you are in danger, remove yourself from the situation and talk to your supervisor.

YOUR RESPONSIBILITIES *

- Ensure the health and safety of yourself and others.
- Report any concern about work site dangers to your employer or supervisor.
- Take part in any training provided by your employer.
- Co-operate with anyone who is carrying out their duties under OHS legislation, such as an OHS officer.
- Use any required personal protective equipment (PPE).

In addition, you must not:

- Cause or participate in harassment or violence at work.
- Perform work that may endanger you or others unless you are competent to do so or are working under the direct supervision of someone who is competent in the work.

YOUR EMPLOYER'S RESPONSIBILITIES *

- Ensure the health, safety and welfare of you and others at or near the work site.
- Ensure you and your co-workers know your rights under OHS legislation.
- Ensure you and your co-workers are not subject to and do not participate in workplace harassment or violence.
- Ensure supervisors are competent and know the OHS requirements that apply to the organization's work.
- Resolve health and safety concerns in a timely manner.
- Ensure the health and safety committee or health and safety representative, if the organization has either, complies with legislated OHS requirements.

* You and your employer have additional legislated responsibilities; these are just a select few. Consult the *Occupational Health and Safety (OHS) Act* and OHS Code for detailed legislated responsibilities.

Questions to ask your employer:

- What are my health and safety rights?
- What are my health and safety responsibilities?
- What are the hazards of my job?
- Will I receive training?
- Do we have a health and safety committee or representative?
- What safety equipment do I use?
- When is the emergency training given?
- Where are the fire extinguishers, first aid kits, and emergency equipment?
- Who is certified with first aid?
- What do I do if I'm injured?
- What do I do if I have a health and safety question?

What is occupational health and safety legislation?

These are laws that you, your employer, and your supervisor must follow to maintain safety in your workplace, including:

- Assessing and controlling hazards.
- Providing safety training.
- Using protective equipment.

For more information:

Occupational Health and Safety
1-866-415-8690
alberta.ca/young-workers.aspx

Employment Standards
1-877-427-3731
alberta.ca/employmentstandards