

## NEW EMPLOYEE SAFETY ORIENTATION CHECKLIST

This form must be completed by each employee and returned to the Training Manager.

The following items have been reviewed with me as indicated by my initials at each item listed.

## THIS IS NOT A CONTRACT OF EMPLOYMENT.

Signature

Employee Number

Date

Print Name:

	es Philosophy in General	CONDUCTED BY:
Initials		
	I am responsible for my Safety/Why	
	Reporting Incidents/Injuries/Property Damage/Near Misses	
	Working Safe is a condition of employment/Not safe, don't do it.	
Compa	ny Will provide	
e	All personal protective equipment & tools for the job.	
	Training/JHA's	
	Safe Environment	
Employ	vee Orientation that includes:	
	Safety Meeting Requirements	
	Housekeeping	
	Slips, Trips and Falls	
	Hand & Power Tools	
	Warning Signs & Labels	
	Emergency Systems & Alarms	
	Fire Extinguishers / Fire Prevention	
	Getting treatment for injuries	
	Blood Borne Pathogens	
	Access to Medical Records	
Highlig	hts of Rules & Standards such as	
	Safety shoes, dress code, jewelry, etc.	
	Lockout & Danger Red Tag	
	Tobacco Products are prohibited inside all Campus Buildings	
	Parking Lot Rules, Obey Signs	
	Plant motorized vehicles and permit	
	No Horseplay, No Shortcuts, No Running, etc.	



Safety Glasses/Rx glasses Ear protection/issue & how to use Other appropriate PPE, gloves, goggles, etc.	Conducted By:
Ear protection/issue & how to use	
Other appropriate PPE gloves goggles etc.	
Other appropriate in L, groves, goggies, etc.	
Where to get, when it's necessary, what is necessary, how to	
wear/adjust and limitations and proper care/useful life.	
Safety Shoes Information	
Proper Lifting / Body Positioning / Back Safety	
Vehicle Safety	
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	Weal/adjust and initiations and proper care/userd file.   Only authorized PPE and tools may be used on campus.   Safety Shoes Information   Emphasis   Proper Lifting / Body Positioning / Back Safety   ds Emphasis   Hazard Communication (Right to Know)   Container Labeling   Lock Out / Tag Out   Confined Space Entry   Vehicle Safety   Items prohibited on campus, guns, gambling paraphernalia, alcoholic beverages, illegal drugs   Can't borrow UF property   Bringing personal property on Campus