

**Safety at work  
is everyone's job.**

**It's the law!**

**Young workers:  
STAY SAFE!**

Every day in Ontario, an average of nearly 50 young workers under age 25 are injured or killed on the job.

*Don't get hurt at work! Protect yourself!*

**By law, you have the right to...**

- **Know** about hazards in your workplace and how to protect your health and safety.
- **Participate** in resolving workplace health and safety concerns.
- **Refuse** unsafe work.

**You must...**

- **Work safely** – use the equipment that you are required to use – and use it properly – in the way you were trained to use it. Keep protection devices in place. Wear your safety gear.
- **Report hazards** – (and violations of workplace health and safety law) right away to your supervisor or employer.

**At a job interview**

When you go for a job interview, ask lots of safety questions such as:

- *Will I get job safety training before I do the work?*
- *Will I be working with chemicals? If so, will I get training first?*
- *Must I wear safety equipment such as safety glasses? Do you supply this or do I? Will I be trained to use or wear the safety gear correctly?*

**Your first day at work or on a new assignment**

Ask questions! There is no such thing as a “dumb” question, especially when you’re asking how to do a job that you’ve never done before. Make sure you are totally clear on the task that needs to be done and how to do it safely.

**Employers must:**

- Provide you with information, instruction and supervision to protect your health and safety.
- Tell you about any hazards in the work they ask you to do.
- Provide you with any required equipment, materials and protective devices in good condition.



**Call toll-free 24/7**

Call **1-877-202-0008** anytime to report unsafe work practices or for general inquiries about health and safety at the workplace.

# 12 TIPS

for staying safe at work

## 1 GET TRAINING

How do I do it? Show me! What do I look for? Learn how to work safely. Follow the rules and know what to do in an emergency

## 2 BE SUPERVISED

Supervisor, will you be here to see that I do the job right? If you're not around, who should I ask?

## 3 WEAR THE GEAR

Hair nets, gloves, aprons, safety glasses, ear plugs, etc. Use them properly as required.

## 4 IDENTIFY RISKS

Before you start the job, report unsafe practices and situations to your supervisor or employer.

## 5 IF YOU DON'T KNOW, ASK!

There are no "dumb" questions. Learn about your rights and obligations under the OHSA.

## 6 DO YOUR JOB

Don't do anything you haven't been asked to do, or have been told specifically *not* to do.

## 7 FOLLOW THE SAFETY RULES

And if you don't know the safety rules, ask your supervisor.

## 8 REPORT HAZARDS

Tell your supervisor if you see anything hazardous, even if it involves another worker.

## 9 IF YOU'RE HURT

No matter how minor, report injuries to your supervisor and tell your family.

## 10 TALK TO YOUR FAMILY

Tell them what you're doing at work. Let them know if you think something's wrong.

## 11 BE HONEST

If a task is too much for you, say so! Don't attempt something that you can't handle.

## 12 NEVER ASSUME

Don't assume you can do something without instruction, guidance or supervision.

**SAFETY RULES ARE THERE TO PROTECT YOU. LEARN THEM & FOLLOW THEM.**

[www.ontario.ca/YoungWorkers](http://www.ontario.ca/YoungWorkers)

**Note:** This document does not constitute legal advice and has no legal effect. To determine your rights and obligations under the Occupational Health and Safety Act (OHSA) and its regulations, please contact your legal counsel or refer to the legislation [http://www.e-laws.gov.on.ca/html/statutes/english/elaws\\_statutes\\_90o01\\_e.htm](http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90o01_e.htm).

While this document may be available to Ministry of Labour inspectors, they will apply and enforce the Act and its regulations based on the facts as they may find them in the workplace. This document does not affect their enforcement discretion in any way.



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## Clues that your workplace may be unsafe

- Other workers are being injured on the job.
- You're working without direct supervision.
- You haven't been trained properly.
- Equipment is unguarded and/or broken.
- Containers of chemicals aren't labelled.
- Safety shortcuts are used to save time.
- Poor housekeeping and maintenance (like slippery floors, frayed electrical cords).

## Ways to protect yourself at work

- Learn about your rights and obligations under Ontario's Occupational Health and Safety Act (OHSA).
- Learn to do the job safely. Are you in any danger?
- Think the job through. Know what to do when there is an injury or emergency.
- Ask! There are no "dumb" questions.
- Get help, especially if you have to lift something heavy.
- Wear the safety gear — find out what to wear, how to wear it and how to maintain it.
- Tell your supervisor if you see any hazard or violation of the OHSA or regulations that may hurt you or someone else.
- Report injuries to your supervisor or employer.
- Talk to your family about your job. (They might know something you don't!)



## It's OK to refuse unsafe work and to ask about workplace safety

It is illegal for your employer to take action against you for refusing work that you think is unsafe or for otherwise complying with the OHSA.

If you feel you have been punished (such as being fired, sent home without pay, or having your work hours cut significantly), you can report this to the Ministry of Labour.

## Workplace inspections

Ministry of Labour inspectors regularly check to see that workers are of legal age and that their working conditions comply with workplace health and safety requirements. For more information visit the Ministry of Labour website at <http://www.labour.gov.on.ca>.



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Ontario Ministry of Labour

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