

### What?

- An unsafe act is poor practice carried out whilst at work which could lead to injury or ill-health and includes such things as driving too fast, bypassing safety systems, taking short cuts, forgetting to isolate machinery, failure to wear PPE, ignoring instructions, not checking weights of loads before lifting etc.
- An unsafe condition is a poor physical condition that exists in the workplace which can lead to injury or ill-health and could include such things as missing guards, defective equipment, inadequate lighting, exposed electrical cables, damaged flooring, trailing cables, faulty steps, excessive dust and fumes etc.

### Why?

- Failing to look for unsafe conditions before starting work means there are hidden dangers which have the potential to cause injury. It makes sense to check for hazards and to take steps to eliminate or reduce their impact before commencing the job. The same can be said about unsafe acts - why take risks when you don't have to?
- By eliminating unsafe acts and unsafe conditions, and responding to near miss occurrences today, we narrow the base of the 'injury pyramid', thus reducing the likelihood of a more serious incident occurring tomorrow.



### Do ✓

- ✓ Look for unsafe conditions before starting work
- ✓ Follow the rules and avoid taking risk
- ✓ Try to eliminate the condition or reduce its impact
- ✓ Report conditions which you cannot deal with yourself
- ✓ Consult your supervisor if you are not sure what to do about an unsafe condition
- ✓ Report all unsafe acts and conditions you see in the workplace to prevent them recurring

### Don't ✗

- ✗ Don't ignore an unsafe act
- ✗ Don't take risks - it could be fatal
- ✗ Don't ignore procedures because of:
  - Rushing
  - Frustration
  - Fatigue
  - Complacency



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