

SAFETY

CONVERSATION

WHAT YOU'RE GOING TO LEARN

In this safety conversation we will discuss how Being Mindful in the workplace and whilst carrying out routine tasks can prevent injury and potentially time off work.

HOW IT WILL HELP YOU IN YOUR JOB

Following this conversation, you will:

- Understand the simple precautions to take before starting a task
- Know what not to do based on incidents that could have been avoided
- Be given tips to avoid those avoidable incidents and to keep you safe
- Understand why your safety is so important to us

WHAT YOU NEED TO KNOW

Did You Know?

Out of all the incidents that result in lost time injuries that have occurred in the last 12 months over 60% of them could have been avoided if we were all **Being Mindful**.

Before starting a new task follow this quick mental safety checklist;

1. **Are there any hazards?** *This could be a trip hazard along the route you are going, can you walk the route to check before continuing the task?*
2. **Have I got the right equipment?** *Taking a moment to make sure you have got the correct equipment and it is in good working order.*
3. **Is there enough time?** Have you given yourself enough time to undertake the task safely? Taking shortcuts often results in accidents occurring.

There are a few simple things you can stop doing to avoid incidents occurring;

- **Don't get distracted**, focus on the task at hand. Avoid checking your phone and having conversations whilst doing tasks using knives
- **Don't forget to use the handrails**, it is a simple measure that can keep you safe. Slips and falls on stairs are the most common cause of incidents in our business but prevent these easily by using handrails
- **Don't take shortcuts**, shortcuts or not following the safe systems of work for a task have directly

Some simple tips to keep you and others safe;

- If you see a hazard, **stop what you are doing and remove the hazard** if possible or make it safe and **report the hazard** to someone who can remove hazard. Your manager will report this on AIR3 under Hazard Observation
- When working in a kitchen environment it is likely that surfaces or equipment are hot or have a sharp edge, taking safety precautions by default will reduce the likelihood of injuries
- Focus on what you are doing, incidents often occur when people are carrying out routine task because they are not focused. **Do not walk and text, use designated walking paths and use handrails on stairs**
- When carrying items or using trolleys or roll cages do not overload yourself, **carry or move less by doing more trips**, breaking the load into manageable loads is safer and could save you time in the long run

In Compass Group UK & Ireland your safety and the safety of our customers is always important, having a safe working environment often results in a more enjoyable working environment. **Being Mindful will keep us all safe!**

Topic: Being Mindful



BE MINDFUL

- Concentrate on the task you are undertaking and avoid distractions
- Take a moment before starting a new task to consider the hazards and if you have the correct equipment and PPE
- Remember to follow the training and instructions you have been given

SPEAK OUT

- If you spot a hazard, stop what you are doing and take appropriate action
- Remember that if a colleague is not working safely you should politely let them know and let them know how to complete the task safely

REMEMBER...

- Taking shortcuts and not following safety instructions often leads to incidents which may cause injury and possible time off work
- It is important to use the right equipment and PPE for the job, if it is not in good condition Speak Out and stop the task

YOUR VALIDATION

- What percentage of lost time incidents could have been avoided?
- What should do you if you see a hazard?
- When using stairs what can you do to avoid incidents?
- What can we all do to keep each other safe in the workplace?

MORE INFORMATION

- HSE Website
 - Health and Safety section
 - Training and Awareness section

