



Safety & Risk Office 5-Minute Safety Talk No. 12 – Caught In/On/Between

Note to Supervisor: This 5-Minute Safety Talk (in some places, it might be called a Toolbox Talk or a Tailgate Talk) is designed not only to communicate important safety information to your employees, but also to be given to them by you, which will hopefully reinforce the message and let them know your expectations for safety. You can use the text below as a script to be rendered verbatim or just as talking points to be stated in your own words. Please also complete the attendance listing on the last page and send it to Safety & Risk, Mail Stop 66.

Each year, workers suffer approximately 125,000 caught-in/on/between (crush) injuries that occur when body parts get caught between two objects or entangled with machinery. These hazards are also referred to as "pinch points". The physical forces applied to a body part caught in a pinch point can vary and cause injuries ranging from bruises, cuts, amputated body parts and even death. In one incident that occurred at the College, an employee was moving a pallet of materials by hand from the front of a truck bed to the rear so that another employee could use a forklift to pick up the pallet and move it into the District Warehouse. While pulling the pallet to the rear, the employee's hand was caught between the pallet and one of the forks of the forklift as it was moving forward, causing swelling and bruising.

Here are some tips about the caught/crush hazards and pinch points specific to various tasks, tools, and equipment so you can take precautions.

Look for possible pinch points before you start a task. Take the time to plan out your actions and decide on the necessary steps to work safely. Give your work your full attention. Don't joke around, daydream, or try to multi-task on the job—most accidents occur when workers are distracted. Read and follow warning signs posted on equipment. If you value all that your hands can do, **THINK** before you put them in a hazardous spot.

Sometimes, all it takes to avoid injury is a little communication, as in the case of the incident that occurred at the College described above. If you are working with someone to move a pallet or piece of equipment or pick up a load, be sure you know where they are and what they are doing and that they know the same for you.

Wear the appropriate, well-fitting gloves for your job.

Dress appropriately for work with pants and shirt sleeves that are not too long or too loose. Shirts should be fitted or tucked in.

Machinery can pose a hazard with moving parts, gears, rollers and rotating shafts. Never reach into or step across moving equipment.

Do not wear any kind of jewelry, especially dangling pieces such as neck chains or bracelets, around moving equipment. There's not only a danger of its being caught by moving parts, but also of electrocution.

Tie back long hair and tuck braids and ponytails behind you or into your clothing. But remember that stuffing long hair under a collar or cap may not be good enough. It can work free and become entangled in equipment. Wear a hair net, or get your hair cut short.

Properly maintain and always use the machine and tool guards provided with your equipment—they act as a barrier between the moving parts and your body. Don't reach around, under or through a guard, and always report missing or broken barriers to your supervisor. Always replace machine guards if they have been removed for adjustment or maintenance of the equipment. Report all moving parts that are exposed and pose a danger.

Turn equipment off and use lockout/tagout procedures before adjusting, clearing a jam, repairing or servicing equipment.

Good housekeeping is a must. Imagine tripping over something you've left on the floor and rushing headlong into disaster.

Is there enough light so people can see danger lurking? Be sure to turn on lighting and replace any burnt out bulbs before working in an area.

Vehicles, powered doors and forklifts can pose a crush hazard unless they have been blocked or tagged out. Never place your body under or between powered equipment unless it is de-energized.

Doors, file drawers and heavy crates can pinch fingers and toes. Take care where you place your fingers.

Before lifting, carrying and placing boxes, test their weight. An awkward or heavy load can slip and pinch your hands or feet, not to mention perhaps wreaking havoc on your back. Get help or use tools (e.g., a dolly) to move awkward loads and large and/or heavy items.

If you have ever slammed your finger in a door, you know the pain associated with this common type of caught/crush injury. Again, watch where you place your hands and other body parts and be aware of what is going on around them so that they do not get caught or crushed.

If you take the time to learn about the caught/crush hazards in your workplace and follow these tips, you won't have to learn about the consequences first hand.

5-Minute Safety Talk No. 12 – Caught In/On/Between Attendance List

Presenter: _____ Date/Time: _____/_____/_____

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Send to the Safety & Risk Office, Mail Stop # 66, when completed.