



# SHOP ORIENTATION

FOR THE CMWA SHOP  
OCTOBER 2023

# AGENDA

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- Greetings and Introductions 10 minutes
- **Safety Briefing** 10 minutes
  - Program Objectives
  - Program Elements
- **Shop Tour – Equipment Orientation** 30 minutes
- Wrap Up / General Questions 10 minutes
- (Individually-focused Discussions After Session Ends)

# INTRODUCTIONS

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- Name
- Skill Level (beginner, advanced, professional)
- Reason for attending the orientation class
- Expectations

# **A SAFE ATTITUDE WILL DRIVE YOUR BEHAVIOR**

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- *Think about Shop Safety.....*
- *Or have others talk to you about your accident!*

# OUR SAFETY GOAL

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- *Zero Accidents*

# SAFETY PROGRAM OBJECTIVES

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1. **Focus** – perform each task safely
2. **Discipline** – be safe every time
3. **Time for Safety** – set ups
4. **Responsibility** – own safe attitudes
5. **Avoid Risks** – what could happen

# PREREQUISITES FOR SHOP USE

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- Age / Membership
- Signed Waiver
- Shop Orientation
- Follow shop safety rules

# PERSONAL PROTECTIVE EQUIPMENT (PPE)

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- Safety glasses
- Hearing and dust protection **recommended**
- Participants provide PPE



# SAFETY OBSERVATIONS

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- Be pro-active - broadens safety attitudes
- Every member responsible for safety
- Ongoing, two-way safety discussions
  - **Provide positive and constructive feedback to one another**
- Shop Foreman - on-scene safety compliance official

# TAKE AWAYS

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## I. **Safe attitudes result in safe behaviors**

- Always observe the 3” rule
- Become familiar with the machine or tool before using it
- Improving safe behaviors is not limited to the novice
- Safety is for power tools and hand tools
- Take a break when tired or impaired
- Clean up after yourself
- Shop Foreman is on-scene safety official