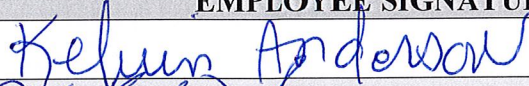
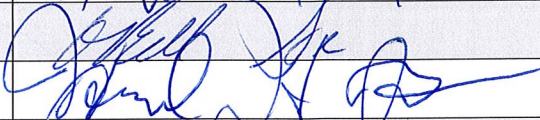

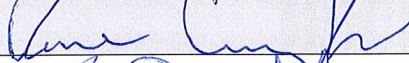

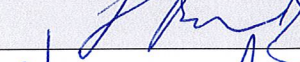






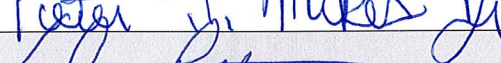
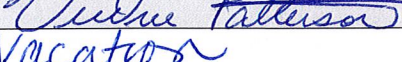








**TOWN OF LAKE PARK  
PUBLIC WORKS DEPARTMENT – Director: Richard Scherle  
SAFETY TRAINING**

Hosted by: Dwayne Bell

Date/Time: July 15, 2019

**Toolbox Talk (Handout):  
SAFETY AWAY FROM WORK**

EMPLOYEE NAME	EMPLOYEE SIGNATURE
Anderson, Kelvin	
Bell Sr., Dwayne	
Butts, Howard H.	
Cunningham, Ronnie	
DaSilva, Manuel	
DuBois, James	
Harris, Jackie L.	
Hood, Bryan J.	
Hughes, Sheldon	
Jones, Matthew	
Leblanc, Paula	
Mathis, Paul A	
Mikes Jr., Peter T.	
Patterson, Verdree	
Payne, Marvin D.	Vacation
Rossario, Henry	
Skrandel, James P.	
Taylor, Andrew	
Thomas, Michael	
Wisdom, Fensely	
Wylie, John C.	

## Safety Away From Work

Safety at work is hopefully a matter of routine. Just as important as safety on the job, is safety at home. According to one study, you are actually safer at work than at home. For our discussion today, consider driving, home and play.

### Guide for Discussion

#### *Driving*

- Don't speed.
- Drinking and driving don't mix.
- Maintain your vehicle in good mechanical condition.
- Watch out for other drivers.
- Allow for proper stopping distances.
- Be courteous, especially if you're in a company vehicle.

#### *Home*

- Minimize electrical exposures.
- Eliminate slipping and tripping hazards.
- Don't overextend on ladders.
- Teach your family to identify hazards.
- Know basic first aid and, if possible, CPR.

#### *Play*

- Be careful not to overexert yourself.
- Loosen up before you begin playing a sport.
- Don't try to keep up with the children (of all ages).
- Know any safety rules associated with your forms of recreating (i.e., boating, hunting).
- Teach your family how to play safely and then enforce the rules.

### Additional Discussion Notes:

**Remember:** Our family and friends are very important to us. With a safe driving, living, working and playing environment, we can continue with our friends and family.

### Attendee's:

**NOTE:** Always promote a discussion on any of the topics covered in the Tool Box Talks. Should any question arise that you cannot answer, don't hesitate to contact your Employer.