

# Workforce Development Safety Topics

## Introduction:

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**53 Weeks of Safety – 5 Minutes at a Time** provides 53 weekly safety topics. Each topic includes a packet which supports a 5-minute-per-day safety conversation. The tool may also be adapted for a single safety training session.

Each downloadable packet includes:

- 1 front/back **Information Handout** that includes a case study & activity
- 1 page **Lead Notes** (topic guide talking points)
- 1 8X10 (or 11 X 17) reference **Poster**

## How to use the materials:

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### 5 Minute Daily Safety Discussion:

Cover one topic section each day

- Day 1 – **Overview & Importance**
- Day 2 – **Discovery**
- Day 3 – **Case Study** Discussion
- Day 4 – **Activity** (complete)
- Day 5 – **Activity** (discuss findings/review)

## Specific to Preventing Back Injury:

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- Share organization-specific lifting guidelines.
- Walking 30 minutes each day will help strengthen muscles and prevent weight gain, both benefitting your back.
- Strengthening your back to prevent injury should include not only back muscles, but related muscles such as the ones in your stomach and thighs.
- When sitting, a small pillow can help support your lower back, but a footrest may also help to maintain proper spine position.

### Case Study:

Pat did not have a lift plan – she did not anticipate the effects of the size of the box or the obstacles along her path. Deciding to take advantage of the available material-handling equipment, or making a careful survey of the carry path and potential obstacles could have prevented injury.

### Activity:

Go to an actual work station and record observations of items that might affect the risk of back injury. Plan to follow up with any actions needed to reduce risk to an acceptable level.