



SERVICE LLOYDS INSURANCE COMPANY

LOSS CONTROL SAFETY HANDOUTS

Handouts may be ordered by contacting your local Loss Control Representative, Marketing Field Representative, or the Loss Control Department contact - Lauren Kearbey, (800) 299-6977 ext. 3799. Please order by handout number.

Handout Type Key:

- H- one sheet handout; highlights key points about specific subject
- P- one sheet mini-poster with graphics and key phrases; can be displayed on walls in work or break are
- FS- more in-depth handout about safety-related subjects; from Texas Department of Insurance (TDI)
- TP- more in-depth handout from TDI; includes review quiz at end of handout
- ST- "Take 5 for Safety" handout from TDI intended for use during quick, 5-minute safety chats
- ES- in-depth English and Spanish safety brochure from TDI
- OTHER- cannot be classified as any of the above; usually multiple-page training handouts or safety programs

Language Key:

- E- English only
- S- Spanish only
- E/S- English and Spanish

<u>#</u>	<u>HANDOUT TITLE</u>	<u>LANGUAGE</u>	<u>TYPE</u>
ALCOHOL/DRUG AWARENESS			
1	Alcohol & Other Drugs Affect Safety	E	H
2	Blood Alcohol Concentration and You	E	H
3	Drug-Free Workplace Resource Guide	E	OTHER
130	Drug-Free Workplace Rules	E	OTHER
4	Safety & Alcohol Don't Mix	E	P
5	Sample Substance Abuse Program	E	OTHER
6	Signs of Alcohol or Drug Abuse	E	H
AUTO / DRIVING			
7	Are You Road-Wise?	E/S	FS
8	Cellular Telephones and Driving	E/S	TP
9	Characteristics of a Defensive Driver	E	H
11	Defensive Driving	E/S	ES
10	Defensive Driving	E/S	ST
12	Driver Fatigue and Road Trance	E/S	ST
13	Driving in Bad Weather	E	H
14	Driving in the Cone Zone	E/S	ST
245	Golf Cart Safety	E	FS
15	Keep Your Distance	E	P
16	Night Blindness	E/S	ST
17	Road Rage	E/S	FS
18	Safe Driving	E/S	ST
19	Safety Belts Can Save Your Life	E	H
20	The Golden Rule of Safe Driving	E	H
AUTO SHOP SAFETY			
21	Jump-Starting a Car Battery	E/S	FS
22	Self-Inspection Checklists	E	OTHER
23	Vehicle Battery Safety	E/S	ST

#	<u>HANDOUT TITLE</u>	<u>LANGUAGE</u>	<u>TYPE</u>
BACK INJURY PREVENTION / LIFTING / MATERIAL HANDLING			
24	Back Exercises	E	H
25	Back Injury Prevention	E/S	TP
26	Back Injury Prevention	E/S	ES
27	Do Push It – Don't Pull It	E	P
28	Empty Skids and Pallets	E/S	ST
29	Get Help With Heavy Loads	E	P
30	Lifting Awkward Loads	E	H
31	Lifting Basics	E	H
32	Lift with Your Legs	E	P
33	Material Handling: Dollies and Hand	E	H
34	Material Handling: Powered Hand Trucks	E	H
35	Safe Lifting Techniques	E/S	ST
36	The Mechanics of Lifting	E	H
COMPRESSED GAS & WELDING			
37	Compressed Gas Cylinders	E/S	ST
38	Hazardous Chemical Categories:	E	H
39	Welding Hazards	E	H
CONFINED SPACES			
40	Confined Space Atmospheric Controls	E	H
41	Confined Space Entries are Never	E	P
42	Confined Space Entry Permit	E	H
Confined Space Personnel Rules:			
43	Entrant	E	H
44	Attendant	E	H
45	Supervisor	E	H
46	Rescue Team	E	H
47	Confined Spaces	E/S	TP
48	Engulfment	E	H
49	Explosive or Combustible Atmosphere	E	H
50	Oxygen Deficiency or Enrichment	E	H
51	Physical Conditions	E	H
52	Testing & Monitoring the Atmosphere of	E	H
53	Toxic Contaminants	E	H
54	What is a Confined Space?	E	H
ELECTRICAL SAFETY			
55	Bad Wires Can Cause Fires	E	P
58	Electric Shock	E/S	ST
56	Electrical Safety	E/S	TP
57	Electrical Safety	E/S	ES
244	Extension Cord Safety	E	FS
59	Hazards of Electrical Shock	E	H
60	Respect Electricity	E	P
61	Responding to an Electrical Emergency	E	H
62	Working Near Overhead Powerlines	E	H
63	Working Safely with Electricity	E	H

#	<u>HANDOUT TITLE</u>	<u>LANGUAGE</u>	<u>TYPE</u>
ERGONOMICS			
64	Carpal Tunnel Syndrome	E	OTHER
65	General Ergonomics	E/S	OTHER
66	Introduction to Ergonomics	E/S	ST
67	Preventing Repetitive Motion Injuries	E	H
68	Preventing Shoulder Injuries	E	FS
69	Workstation Adjustments for Comfort and	E	OTHER
250	Ergonomics and Food Servers	E	ST
FIRE SAFETY			
70	A Guide to Worksite Fire Safety	E	H
71	Caution: Gasoline	E/S	ST
72	Do You Know Where the Fire Extinguisher	E	P
73	Emergencies Involving Flammables	E	H
74	Fire Danger of Flammable & Combustible	E	H
75	Fire Extinguishers: Choosing the Right	E	H
76	Fire Safety: Flammable Liquids	E/S	ST
153	First Things First! Call for Help	E	P
	Hazardous Chemical Categories:		
77	Flammable Liquids	E	H
78	Flammable Solids	E	H
79	House and Building Fires	E/S	FS
80	Portable Fire Extinguishers	E/S	TP
81	Preventing Explosions: Tips for Worksite	E	H
82	Store Flammables Properly	E	P
83	The Fire Triangle	E	H
84	Worksite Fire Emergencies	E	H
FIRST AID			
85	Basic First Aid	E/S	ES
86	Bloodborne Pathogens: HIV and Hepatitis	E	H
87	Bloodborne Pathogens: Universal	E	H
88	Common Cold	E	FS
	First Aid For:		
89	Adults Who Stop Breathing	E	H
90	Burns	E/S	ST
91	Choking Adult	E	H
92	Eye Injuries	E	H
93	Heart Attack	E	H
94	Heat Stroke	E	H
95	Minor Burns	E	H
96	Minor Wounds	E	H
97	Punctures and Impaled	E	H
98	Severe Bleeding	E/S	ST
99	Shock	E	H
100	Strains & Sprains	E	H
101	First Aid Kits	E/S	ST
102	Recognizing Medical Conditions	E	H
103	The Hazards of Cold	E	H
104	The Hazards of Heat	E	H

#	<u>HANDOUT TITLE</u>	<u>LANGUAGE</u>	<u>TYPE</u>
FORKLIFT SAFETY			
105	Basic Rules for Forklift Operation	E	H
106	Forklift Safety – Proper Load Handling	E/S	ST
107	Forklift Safety – Rules of the Road	E/S	ST
108	Lift Truck Safety	E	ST
109	Watch Out Around Corners	E	P
110	Working Safely Around Forklifts	E	H
111	Working Safely on Loading Docks	E	H
GENERAL SAFETY INFORMATION			
112	101 Stress Relievers	E	H
113	Accident Prevention Plan for Non-dealers	E	OTHER
114	Accidents Cost Everyone	E	H
115	Accidents Don't Just Happen	E	P
116	Assess Your Stress	E	H
117	Attitude is Everything	E	H
118	“But they were just horsing around...”	E	P
119	Communication Tips	E	H
120	Expect the Unexpected	E	P
121	Focus on Leadership Skills	E	H
122	Hurry Up Can Hurt	E/S	ST
123	Inexperienced Workers	E	TP
124	Managing Work Stress	E	H
125	On or Off the Job, Keep Safety in Mind	E	P
126	On the Job Safety Factsheet	E/S	FS
127	Protect Yourself Against Violence	E	H
128	Safety is Everyone's Job	E	P
129	Safety Means No Fooling Around	E	H
22	Self-Inspection Checklist – Checklist A	E	OTHER
131	Teen Workplace Safety	E	TP
132	The Hazards of Fatigue	E	H
133	What's Your Safety Score?	E	H
134	You Can't Follow Safety Rules in Your	E	P
HAND & POWER TOOLS			
135	Basic Rule of Thumb: Leave Guards in	E	P
136	Basic Rules for Hand Tools	E	H
137	Basic Rules for Portable Power Tools	E	H
138	Carbon Monoxide Hazards from Small	E/S	FS
251	Chainsaw Safety	E	TP
139	Guard Against Machine Injuries	E	H
140	Hand & Portable Power Tools	E/S	ST
141	Hand & Power Tools	E/S	TP
142	Machine Guarding	E/S	ST
143	OUCH! Watch Out for Pinch Points	E	P
144	Powder Actuated Tools	E/S	ST
145	Use the Right Tool for the Job	E	P
146	Watch Out for Pinch Points	E	H
147	Working Safely with Grinders	E	H

#	<u>HANDOUT TITLE</u>	<u>LANGUAGE</u>	<u>TYPE</u>
HAZARD			
148	Chemical Safety	E/S	FS
253	Chlorine Safety	E	ST
149	DOT Labels and Placards	E	H
150	Emergencies Involving Corrosives	E	H
73	Emergencies Involving Flammables	E	H
152	Emergencies Involving Solvents	E	H
Hazardous Chemical Categories:			
38	Compressed Gases	E	H
154	Corrosive Materials	E	H
155	Oxidizers	E	H
156	Poisonous Materials	E	H
157	Hazard Communications	E/S	FS
158	Hazardous Material Identification System	E	H
159	Lead Hazards	E	H
160	Manufacturer's Warning Labels	E	H
161	Material Safety Data Sheets	E	P
162	NFPA Diamond	E	H
163	Pay Attention to Chemical Warnings	E	P
164	Prevent Chemical Spills and Leaks	E	P
165	Prevent Chemical Burns	E	P
166	Properties of Hazardous Materials	E	H
167	Protecting Against Chemical Hazards	E	H
168	Protecting Hands from Chemical	E/S	TP
169	Reactivity of Hazardous Materials	E	H
170	Reading Material Safety Data Sheets	E	H
171	Responding to a Chemical Spill	E	H
172	Sample Hazard Communications Program	E	OTHER
173	Storing Hazardous Chemicals	E	H
174	Watch Out for Incompatible Chemicals	E	H
175	Weekly/Monthly Identification Checklist	E	OTHER
HEARING CONSERVATION			
176	Choosing and Using Hearing Protection	E	H
177	Hearing Hazards	E	H
178	How Noise Affects Hearing	E	H
LADDER/SCAFFOLD SAFETY			
179	Ladder Safety	E/S	ST
180	Watch Your Step on Scaffolds	E	H
181	Working Safely with Ladders	E	H
LAWN EQUIPMENT SAFETY			
182	Decontaminating Pesticide-Exposed	E/S	ST
183	Lawn Equipment Safety	E/S	ST
256	Zero Turning Radius Riding Mower Safety	E/S	ST
LOCKOUT/TAGOUT			
184	Before You Work on it...Lock it Out	E	P
185	Eight Steps to Lockout Hazardous Energy	E	H
186	Hazardous Energy Control	E/S	TP
187	Lock Out Tag Out	E/S	FS
188	Lockout/Tagout: De-energize for Safety	E	H
190	Sample Lockout/Tagout Program	E	OTHER

#	<u>HANDOUT TITLE</u>	<u>LANGUAGE</u>	<u>TYPE</u>
MISCELLANEOUS HAZARDS			
191	Aging in the Workplace	E/S	FS
192	Asphalt Safety	E/S	TP
193	Golf Cart Safety	E	FS
194	Insect Bites and Stings	E/S	FS
195	Kitchen Safety	E/S	TP
243	Landscapers versus Texas Critters	E	FS
254	Microwave Oven Safety	E	ST
247	Paper Shredder Safety	E	FS
196	Poison Ivy, Oak, and Sumac	E	FS
255	Pressure Cookers/Steamers Safety	E	ST
22	Self-Inspection Checklist – Checklist A	E	OTHER
248	Sunglasses Safety	E	FS
252	Waitstaff Health & Safety	E	TP
249	Water Borne Illness Prevention	E	FS
198	Wood Dust Hazards and Controls	E/S	ST
PERSONAL FALL ARREST			
199	Personal Fall Protection Systems	E/S	ST
PERSONAL PROTECTIVE			
200	Avoiding Finger, Hand, and Wrist Injuries Choosing and Using:	E/S	ST
201	Eye Protection	E	H
176	Hearing Protection	E	H
203	Protective Headwear	E	H
204	Respiratory Protection	E	H
205	Work Gloves	E	H
206	Work Shoes	E	H
207	Eye Hazards	E	H
208	Eye Protection	E/S	TP
209	Footwear Safety	E/S	FS
210	Hand Hazards	E	H
211	Personal Protective Equipment	E/S	TP
212	Personal Protective Equipment	E/S	FS
213	Preventing Eye Injuries at Work	E/S	FS
214	Proper Use of a Respirator	E/S	ES
168	Protecting Hands from Chemical	E	TP
216	Protective Headgear	E/S	TP
217	Respiratory Hazards	E	H
218	Skin Hazards	E	H
219	Types of Respirators	E/S	TP
220	Use Eye Protection	E	P
221	Use Proper Head Protection	E	P
222	Use Proper Safety Shoes	E	P
223	Use Proper Work Gloves	E	P
224	Use Respiratory Protection	E	P
SLIPS AND FALLS			
225	Clean Up Before You Slip Up	E	P
226	Do Your Part to PREVENT Slips and Falls	E	P
227	Preventing Slips and Trips	E/S	ES
228	Slips and Falls	E/S	ST
229	Slips, Trips and Falls	E	H
230	Watch Where You're Walking. Falls Hurt.	E	P

<u>#</u>	<u>HANDOUT TITLE</u>	<u>LANGUAGE</u>	<u>TYPE</u>
SUPERVISOR RESPONSIBILITIES			
231	Accident Investigations	E	TP
232	OSHA Record Keeping	E/S	FS
233	Safety Meetings	E/S	TP
22	Self-Inspection Checklists	E	OTHER
235	Tailgate/Toolbox Safety Meetings	E/S	ST
236	Training and the New Safety Supervisor	E	ST
WEATHER			
237	Flash Flood Alert	E/S	ST
238	Heat Stress	E/S	TP
239	Lightning Safety	E/S	TP
240	Severe Weather Action Planning	E/S	TP
241	Sun Safety	E/S	ST
242	Tornado Safety	E/S	ST
246	Working Outdoors	E/S	FS

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