



Tripartite Alliance for
Workplace Safety and Health

Safe Hands Campaign 2022

Resources



23 March 2022

Resources for Employees

Take Time to Take Care

LET'S REALLY TAKE TIME TO TAKE CARE

Scan the QR code to learn more about safety and health actions you can do.

You can also visit our website at
www.taketimetotakecare.sg



Care Kit for Employees

Scan the QR code to learn the tips on managing your health to be safer at work.



National WSH Campaign Videos

TIME TO WATCH CARE TIME VIDEOS

Watch how Care Time can make a difference to
your safety and health at work.



Safety:

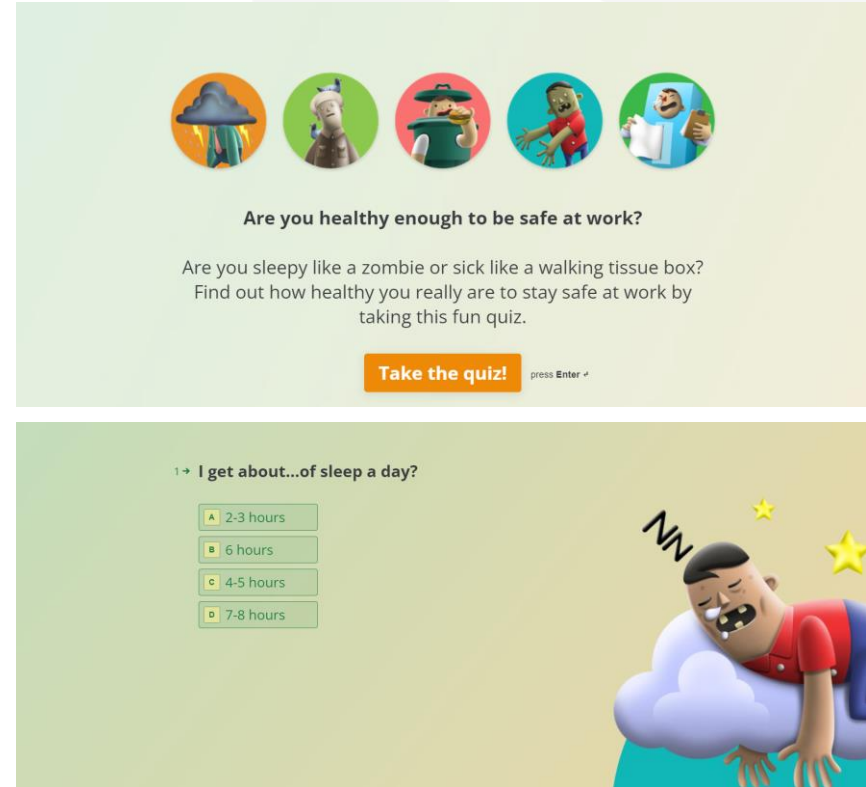


Health:



Campaign Persona Quiz

Scan the QR code to take part in the Campaign quiz and discover what your persona is.



Safety Card: 6 Handy Tips for Safe Hands


Scan the QR code to download the 6 handy tips for safe hands.



Activity Based Checklist: Working Safely with Machines

Scan the QR code to download the Activity Based Checklist on working safely with machines.











Activity Based Checklist 

Working Safely with Machines


Working with machines will expose you and your workers to risks which can lead to serious bodily injuries. Use this basic checklist* as a guide to keep you and your workers safe. For more information on how you can keep your workplace safe, go to www.wshc.sg

Name of Company _____ Process/ Location _____

Checked by (Name/ Designation) _____ Date _____

Safety Checks		Please tick (✓)			If no, action required by:
		Yes	No	NA*	
Emergency shutdown switch for each machine is within operator's reach.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Machine guard is installed on moving parts of machine.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Workers check for irregularities on machine before operation.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Workers are briefed on the hazards and risks of working with machines.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Workers wear earplugs when working with noisy machines.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Workers' clothes are fitted and their long hair is tied to prevent either from being caught in machines.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Good housekeeping is maintained in machine area.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Work area is well-lit.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____

* This checklist may not cover all aspects of work activities in your workplace. You should review the checklist when there are changes in any work activity.
*NA - Not applicable

 WSHCOUNCIL

Activity Based Checklist: Working Safely with Non-powered Hand Tools

Scan the QR code to download the Activity Based Checklist on working safely with non-powered hand tools.










Working Safely with Non-powered Hand Tools

Using the wrong tools or the correct tools incorrectly to perform a task can cause injuries. Use this basic checklist* as a guide to keep you and your workers safe. For more information on how you can keep your workplace safe, go to www.wshc.sg

Name of Company _____ Process/ Location _____

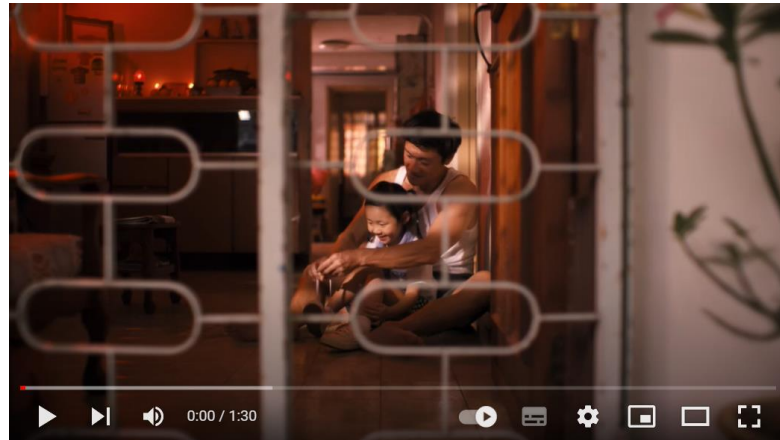
Checked by (Name/ Designation) _____ Date _____

Safety Checks		Please tick (✓)			If no, action required by:
		Yes	No	NA ^a	
Damaged tools are replaced.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Workers keep tools and hands clean and free from grease.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Workers are briefed on the hazards and risks of the job.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Workers are trained to use tools correctly.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Workers wear safety goggles to protect their eyes from flying particles.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Workers wear safety shoes.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____
Tools are stored properly in their correct places.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____ Date : _____

*This checklist may not cover all aspects of work activities in your workplace. You should review the checklist when there are changes in any work activity.
^aNA - Not applicable

WSH Video: Shoelaces

Scan the QR code to watch this TV commercial, inspired by a true event where a worker had his arm amputated resulting from an accident while working with machines.



WSH Video: I Can Prevent Hand Injuries

Scan the QR code to see how the worker applies the “Look. Think. Do.” approach to protect his hands and fingers from being exposed to hazards.



Poster: I Can Prevent Hand Injuries

Scan the QR code to download the poster to remind workers to use the right tools to keep their hands safe.



Poster: LOOK THINK DO

6 Basic WSH Rules for Working with Machines

LOOK. THINK. DO.
Look out for danger. Think of how you can protect yourself. Do your work safely.

6 Basic Workplace Safety and Health (WSH) Rules for Working with Machines

Moving machine parts can cause death or serious injuries such as crushed limbs and amputations. Every year, 2 workers die and 1,300 workers are injured while working with machines. Do your risk assessment before starting work.

- Report to your supervisor if you feel unwell.**
- Make sure all moving parts are guarded.**
- Stop the machine if it is not working properly.**
- Lock-out and tag-out before repair and maintenance.**
- Be trained and competent before operating any machine.**
- Use the right personal protective equipment.**

English



LOOK. THINK. DO.
注意安全状况。预防危险事故。工作安全守则。工作前想一想。

6项基本的工作场所安全与卫生原则 机械操作

机械具有造成致命伤害或严重伤害的危险，每年造成2名工人死亡和1,300名工人受伤。工作前进行风险评估。

- 如果感到不适，马上通知上司。**
- 确保所有机械运作部件都已经安装好适当的防护装置。**
- 如果发现机器有任何异常，马上停止运作。**
- 在进行维修和维护时一定要遵循上好安全挂锁的程序。**
- 操作员必须接受足够的培训以了解机械的危险，防护的功能，使用的方法及限制等。**
- 使用恰当的个人防护配备。**

Mandarin



Resources for Employers

Employer's Kit

Scan the QR code to learn the tips on creating a healthier, safer and more productive workforce for your business.



bizSAFE Programme

Scan the QR code to find out more about bizSAFE.



*biz*SAFE

Library of Photos on Best Practices for Machinery Safety

Scan the QR code to view the library of photos on best practices for machinery safety.





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Workplace Safety and Health

Library of Photos Machinery Safety



List of Commonly Used Machines

1. Power Press	12. Coupler Machine
2. Conventional Lathe Machine	13. Band Saw
3. Grinding Machine	14. Table Saw
4. Milling Machine	15. Goods Elevator
5. Blender Mixer	
6. Mincing Machine	
7. Drill Press	
8. Packing Machine	
9. Mesh Welding Machine	
10. Butt Welding Machine	
11. EVG Coil Machine	

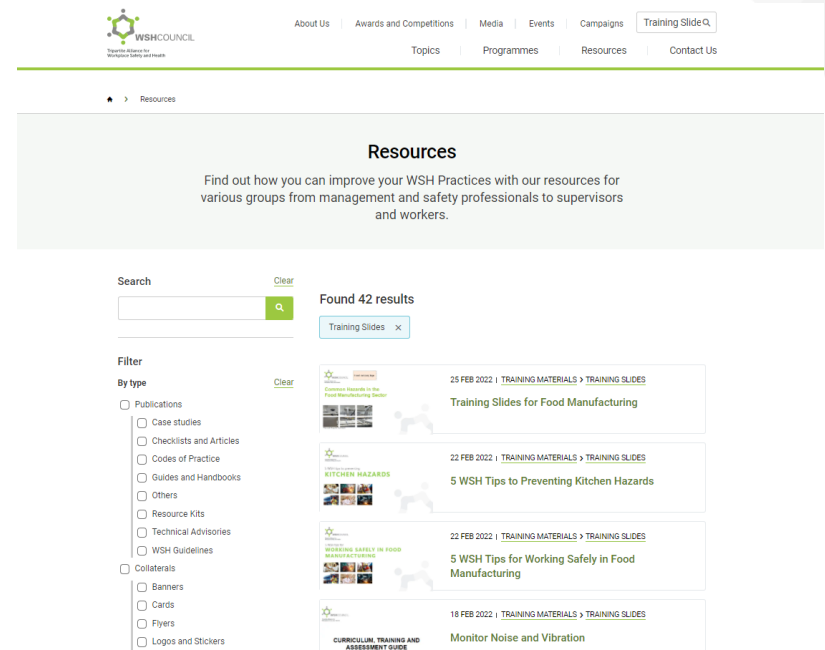


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Tigerbite Alliance for
Workplace Safety and Health

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Pictogram training slides for workers on various topics of WSH

Scan the QR code to view pictogram training slides for workers on various topics of WSH.



The screenshot shows the WSH COUNCIL website. The header includes the logo and navigation links: About Us, Awards and Competitions, Media, Events, Campaigns, Training Slide Q, Topics, Programmes, Resources, and Contact Us. The main content area is titled "Resources" and contains the text: "Find out how you can improve your WSH Practices with our resources for various groups from management and safety professionals to supervisors and workers." Below this is a search bar with the text "Search" and a "Clear" button. The search results show "Found 42 results" and a list of training slides. The list includes:

- 26 FEB 2022 | TRAINING MATERIALS > TRAINING SLIDES
Training Slides for Food Manufacturing
- 22 FEB 2022 | TRAINING MATERIALS > TRAINING SLIDES
5 WSH Tips to Preventing Kitchen Hazards
- 22 FEB 2022 | TRAINING MATERIALS > TRAINING SLIDES
5 WSH Tips for Working Safely in Food Manufacturing
- 18 FEB 2022 | TRAINING MATERIALS > TRAINING SLIDES
Monitor Noise and Vibration

On the left side of the search results, there is a "Filter" section with "By type" and a list of categories with checkboxes:

- ☐ Publications
 - ☐ Case studies
 - ☐ Checklists and Articles
 - ☐ Codes of Practice
 - ☐ Guides and Handbooks
 - ☐ Others
 - ☐ Resource Kits
 - ☐ Technical Advisories
 - ☐ WSH Guidelines
- ☐ Collaterals
 - ☐ Banners
 - ☐ Cards
 - ☐ Flyers
 - ☐ Logos and Stickers

WSH Guidelines on Managing Safety and Health for SMEs in the Metalworking Industry

Scan the QR code to download WSH Guidelines on Managing Safety and Health for SMEs in the Metalworking Industry.



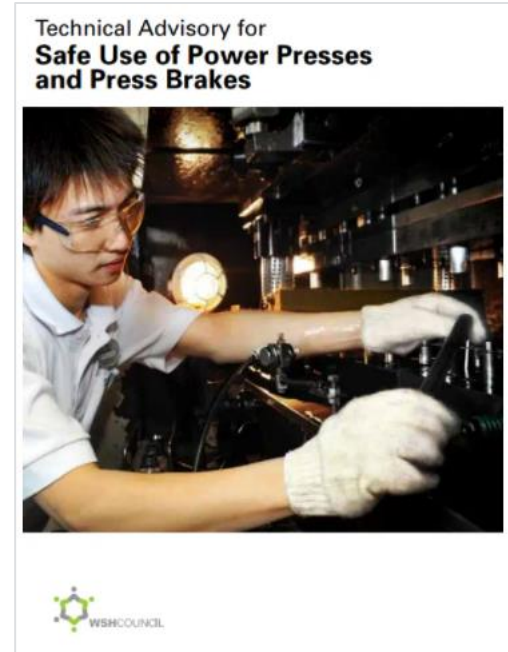
WSH Guidelines on Safe Use of Machinery

Scan the QR code to download WSH Guidelines on Safe Use of Machinery.



Technical Advisory for Safe Use of Power Presses and Press Brakes

Scan the QR code to download the Technical Advisory for Safe Use of Power Presses and Press Brakes.



WSH Safe Hand Kits for Food and Beverage Manufacturing



Training slides for
Food Manufacturing



Case Studies for
Food Manufacturing



6 Basic WSH Rules for
Food Manufacturing



WSH Safe Hand Kits for Metalworking



Safe Operation of Machines for Metalworking Sector



Case Studies for Food Manufacturing



6 Basic WSH Rules for Working with Machines



English



Mandarin



WSH Safe Hand Kits for Woodworking



Training Slides for Woodworking



Case study 1: Worker's thumb severed by circular saw

Description of accident

A worker was using a circular saw to cut timbers to the required size. He was holding onto the timber piece using his right hand and holding the handle of the machine with his left hand. During the process of cutting, his right hand's thumb was cut off (see picture 1).

Investigation Findings

The accident happened when the injured worker was holding onto the shorter side of the timber piece while cutting using the circular saw machine. His right hand's thumb was placed directly below the blade of the circular saw and was consequently severed off.



Pic 1: Injured's right thumb during the accident



Pic 2: Re-enactment of cutting process during the accident

Case Studies for Woodworking



6 Basic WSH Rules for Woodworking

