

# Safety Agreement for Serve Day

Before we all enthusiastically begin our projects on Serve Day, please read the following to help us have an accident and injury-free day.

## Increased Physical Activity

- Many of us will be participating in work that is much more physical than we are used to and/or for a longer period of time than usual.
- Because of this, you may be more at risk for muscle injury or soreness, so we recommend you take a few minutes to stretch your limbs before beginning any physical activity.
- Work at a pace you can easily maintain throughout the day instead of starting out working at a very fast pace early in the day.

## Stretch and Rest Regularly

- Stretch at the beginning and end of the day to help your muscles relax and reduce muscle soreness. Walking for a few minutes sometimes helps with this as well. Take breaks as needed.
- Take breaks as necessary. If it is a hot day, rest in the shade as you are able.

## Know Your Limits

- If the particular task you have been assigned or volunteered for on your site seems like it is physically too difficult, ask your team leader for a different task, or trade off with someone else. Don't risk an injury or illness by continuing with an activity that is causing you to feel extremely short of breath or weak.

## Be Aware of Surroundings and Coworkers

- Please keep an eye out for safety hazards, including objects left lying where someone might trip on them (such as shovels or rakes, especially facing up).
- Be aware of your coworkers. If someone seems to be in distress, go check on him or her right away. This is especially important if it is a hot day.

## Use Safe Lifting Practices

- Be sure to lift objects by bending at the knees while keeping your back straight. If an object seems too heavy to lift or move by yourself, don't try. Instead, ask someone to help you.

## Drink Plenty of Water & Use Sunscreen

- Drink plenty of water before you start and throughout the day. Drink water *before* you are thirsty, every 15-30 minutes if possible.
- The team leader should have sunscreen so please make sure everyone working outside is using it.

## Work in Groups of 3 or More

- We require that volunteers work in groups of 3 or in public places. Volunteers should not be alone with another participant in a private home or workspace.

## Ladder Use Policy

- Do not use a ladder that is more than 8 feet high. Your feet should not be more than 6 feet above the ground.
- 1) Find a spotter to hold the ladder while you work. 2) Ensure the ladder is stable and placed on level ground. 3) Never use the top few steps of the ladder.

## Power Tool Use Policy

- Use of power tools must be approved by the team leader or safety leader.
- Only use power tools that you are familiar and experienced with.
- Always wear ear and eye protection when using power tools.

## Wear Gloves, Safety Goggles, Etc.

- Wear gloves that are appropriate for the type of work you are doing.
- If you are working around air-borne debris, wear safety goggles if they are available.
- The team leader also has a poison oak kit if that applies to your site (make sure you ask a knowledgeable person how to avoid these types of hazards).

## Know Where to Find a First-Aid Kit

- Know who is in charge of first aid and/or where the first aid kit is. If someone in your group has had first aid training, ask that person for assistance if first aid is needed.

## Request Emergency Assistance When Necessary | Report Injuries and Property Damage

Injuries and property damage should be reported to the Team Leader and Safety Leader.

In the event of an emergency, please call 911 immediately.