

# 10

# RULES FOR WORK PLACE SAFETY



- 1** You are responsible for your own Safety and for the safety of others.
- 2** All accidents are preventable.
- 3** Do not take short cuts. Always follow the rules.
- 4** If you are not trained, don't do it.
- 5** Use the right tools & equipment and use them in the right way.
- 6** Assess the risks before you approach your work.
- 7** Never wear loose clothes or slippery footwear.
- 8** Do not Indulge in horseplay while at work.
- 9** Practice good housekeeping.
- 10** Always wear Personal Protective Equipments.



Department of Industrial Policy & Promotion  
Ministry of Commerce and Industry  
Government of India



Zero Defect

Zero Effect



**NATIONAL PRODUCTIVITY COUNCIL**

LODI ROAD, NEW DELHI-110 003, INDIA

TEL. : 24690331, FAX : 91-11-24615002

Website : [www.npcindia.gov.in](http://www.npcindia.gov.in), [www.npcindia.net](http://www.npcindia.net)