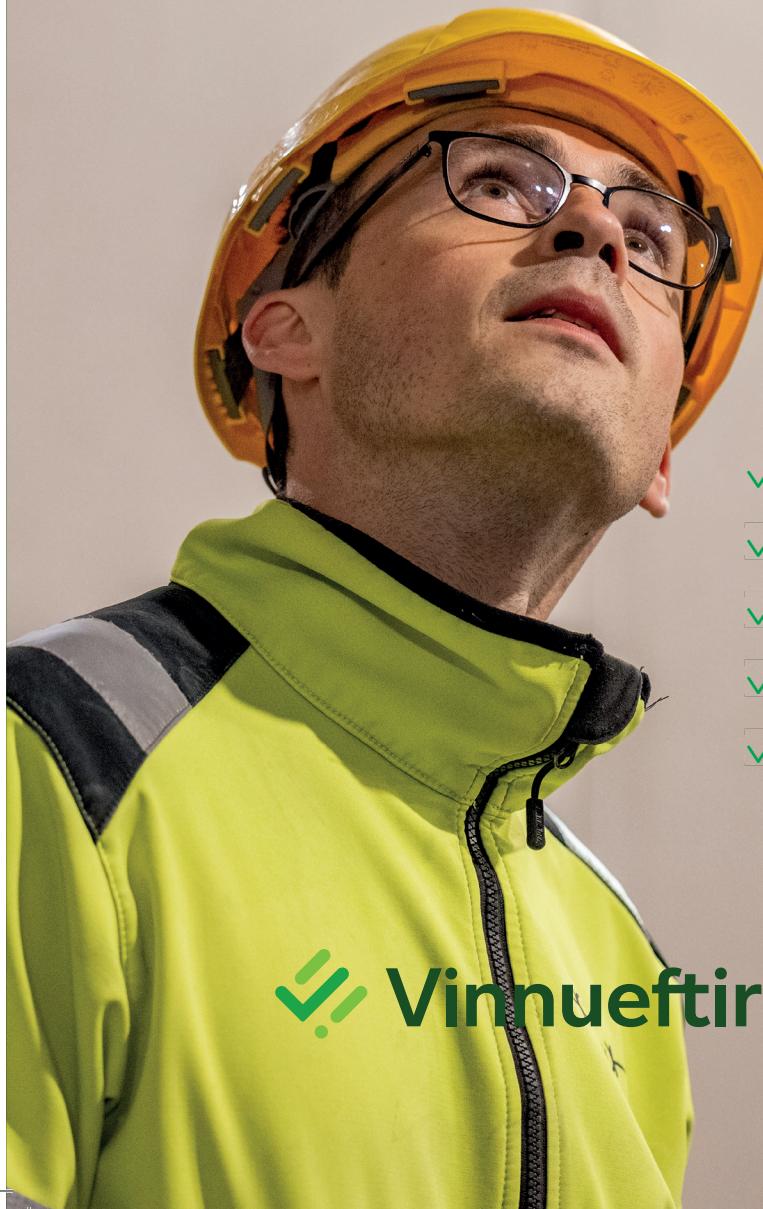


# Take 5



- ✓ Stop and think
- ✓ Look
- ✓ Assess the risk
- ✓ Control the risk
- ✓ Start



**Vinnueftirlitið**

## Take 5 – for your safety and others

Before starting any type of work, it is good to carry out your own risk assessment. This is especially important in workplaces where conditions change from day to day or where tasks are performed infrequently.

Take your time and follow these five steps to ensure your own safety and the safety of others.

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## What is gained by taking the five steps to safety?

- **It reduces the likelihood of occupational accidents and incidents.**
- **The safety culture in the workplace improves through the active participation of employees.**
- **Work proceeds more smoothly when potential risks have been assessed in advance and appropriate measures have been implemented.**

The steps are:

1. **Stop and think** about the task ahead. Do you have a clear plan for how you intend to perform the task?
2. **Look** around you and identify possible risks associated with the task. Ask yourself “what if” questions, for example: What if the ladder slips? What if the machine has no guard and something gets caught in it?
3. **Assess the risk:** Who is at risk? What is the worst that could possibly happen? What measures are already in place to reduce the risk? What additional steps can you take to reduce the risk?
4. **Control the risk:** Can you eliminate the risk completely? If not, can you reduce it by rethinking the task, using different equipment, choosing less hazardous substances, or adding personal protective equipment (PPE)?
5. **Start** working and continuously monitor potential risks in the work environment.

# Everyone home safe