



Welcome back everyone! As we start a fresh year, let's recommit to prioritizing safety in all aspects of our work and make it our TOP priority.

Remember key safety procedures, reporting protocols, and the importance of actively identifying and, addressing potential hazards for the 2025.

Key Reminders:

- **Always wear appropriate Personal Protective Equipment (PPE):**

Make sure your safety gear is properly fitted and in good condition, including safety glasses, gloves, and footwear depending on your task.

- **Report all hazards immediately:**

If you see something unsafe, say something. Do not hesitate to report any potential risks to your supervisor, no matter how minor.

The Office of Risk and Safety establish an automated incident reporting solution for employees, students, volunteers, vendors, and visitors to report injuries, property damage, near misses, and safety observations.

Please use this link to access the system to report the incident:
<https://risk.ucf.edu/report-an-incident/>.

- **Follow established safety procedures:**

Adhere to all work instructions and safety protocols for your specific job, including proper lifting techniques and machine operation guidelines.

- **Stay alert and focused:**

Maintain awareness of your surroundings, especially when working near moving equipment or in high traffic areas.

- **Be mindful of ergonomics:**

Practice proper posture and lifting techniques to prevent musculoskeletal injuries.

Remember: Safety is everyone's responsibility. We all have a role to play in creating a safe working environment.

Let's make this year our safest year yet!

Do you have any questions about our safety procedures or new initiatives? Contact the Environmental, Health and Safety Department.

