About Tool Box Talks

Please read through this document with each of your staff FACE TO FACE in the form of a Tool Box Talk, encourage interaction on the Discussion points. Each Toolbox talk should take no more than 10 – 15 minutes.

For each Tool Box Talk: a record sheet must be completed containing each employee’s signature. Keep the original in your local Tool Box Talk record file and fax or email a copy to the scheme administrator.

Title: EYE PROTECTION

Accident statistics gathered by the HSE indicate that eye injuries account for a large proportion of all accidents reported to them under RIDDOR (more than 3 days absence) and they believe that many more go unreported. Some workplaces, such as EMS workshops, have areas where eye protection must be worn, in others there are specific tasks or operations that have been risk assessed and require suitable eye protection to be used.

Main Points:

- There are four classes of eye protection: safety spectacles, eye shields, goggles & face shields.
- They all give protection from flying particles of one type or another, it is important that you use the specified type; to minimise the risk of injury and to ensure you keep your sight.
- You have a legal duty to use eye protection when signage is displayed, you should never enter an eye protection zone unless your eyes are properly protected.
- Don't just walk past someone not wearing eye protection correctly in an eye protection zone – tell them to put it on!
- Always use the correct class of eye protection e.g. standard safety specs are not suitable when grinding, or steam cleaning.
- Make sure your eye protection fits you comfortably and does not hinder your view.
- Look after your eye protection, keep it clean, return it to a suitable container after use and report any damage or loss to your supervisor.

Discussion Points:

- Even if not carrying out a task with an obvious eye hazard, you may be at risk from others nearby. Always wear your eye protection where the signs are displayed, if in any doubt – wear it!
- Do not modify eye protection by removing the side shields.
- Eye protection only works when worn over the eyes – it is useless worn on top of the head or around the neck.
- Never watch welding processes unless wearing shielded eye protection.
- If you get something in your eye or receive an eye injury, ask for the help of a first aider.

Remember:

Always wear the correct eye protection - safety specs are not sufficient when using compressed air, hazardous substances, cartridge fired tools, power washers, hand tools such as chisels etc,

EYE PROTECTION IS REPLACEABLE – EYES ARE NOT!