

# 10 RULES FOR WORKPLACE SAFETY

- 1 YOU ARE RESPONSIBLE FOR YOUR OWN SAFETY AND FOR THE SAFETY OF OTHERS.
- 2 ALL ACCIDENTS ARE PREVENTABLE.
- 3 DO NOT TAKE SHORTCUTS. 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 PPEs.



**MUMBAI PORT AUTHORITY**  
**SAFETY MANAGEMENT CELL**

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Azadi Ka  
Amrit Mahotsav