

THE NORTHERN PACIFIC RAILWAY COMPANY

INSTRUCTIONS FOR SAFETY & FIRE PREVENTION COMMITTEEMEN

19

Mr. _____

You are appointed a member of the _____

Safety and Fire Prevention Committee, for the Year _____ 19

Please read carefully the instructions contained in this booklet so that you will be informed as to your duties as a Safety and Fire Prevention Committeeman.

I earnestly solicit your cooperation and assure you of mine, with the view of eliminating personal injuries, fires and accidents on our railroad.

KEEP THIS BOOK WITH YOU AT ALL TIMES.

Chairman

INSTRUCTIONS

1. Attendance at Committee meetings is essential to the continued success of our Safety and Fire Prevention program.

2. For your convenience, this book contains a number of suggestion cards. When you see a condition which you consider unsafe, fill out one of these cards immediately, tear it out and mail to the chairman of your committee. Do not hold until the next meeting.

If you can handle with some one on the ground and have the condition corrected at once, do so and state on the card, sending it in with the information to your chairman in the usual manner.

3. Realizing that the majority of our employe injuries result from unsafe acts, you are requested to watch carefully for such acts and use your best efforts to have them discontinued. To assist you in this work your book contains several sheets printed on Yellow Paper.

Each time you observe a violation of a Safety or Fire Prevention rule, or other unsafe act, talk to the employe if you can, calling his attention to the danger, and impress upon him that the Company does not wish him to endanger himself.

Then fill out one of the Yellow Slips, giving the date and nature of practice, occupation of the employe, and send it to the chairman at once.

4. You should familiarize yourself with the causes of injuries coming to your knowledge and discuss them at our committee meetings with a view to preventing similar injuries in the future.

5. Committee Inspection.--Committee inspection of property and practices is an important part of your work. When you are selected as a member of such committee, take time to make a complete job of it, reporting every unsafe condition you see and correcting as far as you can each dangerous act coming under your observation. TALK WITH AS MANY MEN AS YOU CAN and make a report to your chairman as to what you do.

Safety Committeeman's Report of Unsafe Conditions

SAVE A LIFE

Mr. Chairman:

Your attention is called to the following condition which seems unsafe:

Place _____

Condition _____

Signed _____

Date _____ Occupation _____

NOTE.--Give exact location and if engine or car, give initial and number. Tear this sheet out and mail IMMEDIATELY to your chairman.

THE NORTHERN PACIFIC RAILWAY COMPANY

R.R.B.

Mr. _____

Chairman _____ Safety Committee,
