

# Safety Bulletin



## Tips to Improve Situational Awareness

Before starting a task, ask yourself:

- Where are my co-workers/other contractors working, and what are they doing?
- Is there any equipment present?
  - Can it move?
  - Is it moving now?
  - Does it need to be shut down/locked out?
- Where am I supposed to be positioned for this task?
- What is the anticipated result of this task?
- What is going on in front of / beside / behind / above me?
- What do I see that is out of the ordinary?

Situational awareness involves three elements: observation, comprehension, and anticipation.

1. You **OBSERVE** what is happening around you and take in all the elements of your environment (think of the 5 senses).
2. You **COMPREHEND** the situation.
3. You **ANTICIPATE** what is likely to occur next based on what you understand to be happening now.

There are many factors that will reduce your situational awareness and workers must be aware of these to make an effort to avoid. These factors include, but are not limited to:

- Rushing
- Mental or physical fatigue
- Complacency
- Poor communication
- Distractions
- Daydreaming/loss of focus
- Stress

Some examples of what situational awareness might look like on the job:

- Avoiding the 'line of fire' when other workers are using nearby equipment or tools.
- Noticing that a co-worker forgot to put their PPE on, or missed a step in the process, and speaking up to ensure they correctly follow the procedure.
- Stopping a task to make adjustments that will get the job done safely and effectively.
- Correcting hazards on the spot if you notice something that can be fixed immediately.
- Reporting hazard observations and near miss incidents to your supervisor(s).