

Set up the space

Clear the space. Cut the risk.

The risk

Poorly set up and cluttered spaces can contain obstacles, poor lighting, narrow working areas and trip hazards, such as trailing leads or wet surfaces.

How clutter leads to injury

- Hazards can be difficult to see.
- Tight spaces can cause you to move awkwardly.
- Tripping or slipping can cause sprains, fractures, head knocks, or injuries that take weeks to recover from.
- Working around clutter increases the risk of twisting and overreaching, leading to strains.

How to prevent injury: set up the space

Before you start a task, set up the space:

- Scan the area you'll be working in.
- Remove clutter and obstacles.
- Secure or reroute cords, hoses and leads.
- Make sure the surface and lighting are safe.

A clear space supports safer movement and better decisions.



If it still isn't safe...

If the space can't be made safe **stop the task** and **escalate straight away**.

You are expected to speak up and you will be supported by your leader for doing so.

Reflection

There times in your mahi (work) when you have to work in a tight or cluttered space.

Did I set up the space before I started?

What would I do differently next time?



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Resources

Move Well: Skills for kaimahi
elearning

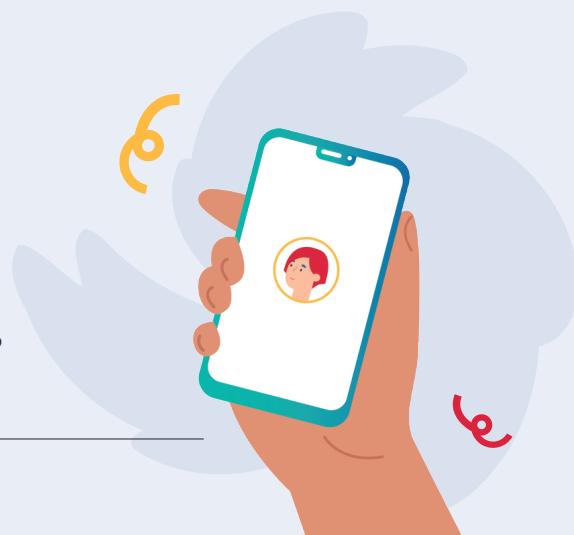
- Moving techniques
- Using equipment
- Te Whare Tapa Whā

Helplines

Emergency: 111

Healthline (NZ): 0800 611 116

**Employee Assistance
Programme (EAP):** _____



Where can I find the equipment I need?

(e.g. storage, cable covers, signage)

Who should I contact for help or escalation?

This could be your leader, health and safety rep, facilities contact, or a colleague.

Name:

Role:

Contact:

Name:

Role:

Contact:

