



# SAFETY INFORMATION SHEET

## GENERAL SAFETY RULES

### TO WHAT AND TO WHOM THIS SHEET PERTAINS

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All persons working in the CFSU Mullady Theatre Spaces.

### RISKS OR CONSEQUENCES

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Personal injury, injury to others, damage to equipment and facilities.

### BEST PRACTICES, RULES & PROCEDURES

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- Know the location of the nearest first-aid station, phone, fire extinguisher, fire alarm pull station, emergency call numbers, and fire exit at all times.
- Horseplay, practical jokes, misusing facilities or equipment, risk-taking, and any other potentially dangerous activities are not permitted.
- Know the limits of the body and how to prevent injuries. (e.g. When lifting heavy objects, lift with the legs while keeping your back as vertical as possible.)
- Please report to the instructor or supervisor any pre-existing medical conditions you have that may affect performance. (e.g. back problems, neurological problems, etc.)
- No one will be permitted to use the Mullady Theatre facilities while under the influence of alcohol or illegal drugs. Understand the influence of any medication might impair judgment while operating stage machinery.
- Always use the “buddy system” when doing anything in the building and/or walking home outside of normal business hours. Remember 8-ride.
- Any identified safety hazard must be clearly marked and every effort made to make it accident-proof.
- The facility must be kept clean and organized AT ALL TIMES. All equipment must be returned to its proper storage after use.
- Doorways, stairwells, hallways, and aisles must be kept clear at all times.
- Training, certification, and an understanding of manufacturer instructions is essential for safe tool and equipment use.
- If an injury occurs in any form even as little as a cut this injury must be reported to your supervisor. Other than minor cuts all injuries must be written up in an accident report.

### FOR FURTHER STUDY

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[The Health & Safety Guide for Film, TV & Theater](#) by **Monona Rossol** (Paperback - **Oct 1, 2000**)

[The Artist's Complete Health and Safety Guide: Third Edition](#) by **Monona Rossol** (Paperback - **Nov 1, 2001**)

**EMERGENCY UNIVERSITY HELP LINES-8-6039 OR 4-4911**

Department of Fine and performing Arts



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