



Suggested Topics for Safety Message in BOC Classes

Instructors, course managers, or administrators can choose from these or other topics for a short discussion with the class.

Category	Safety Minute Topic
Driving	Do not text while driving; necessary calls in hands-free mode only
Electrical	Electrical Safety in your buildings/and at home - circuit breakers
Electrical	Downed power lines, electrical safety.
Electrical	Importance of proper PPE when working around electrical equipment. Only licensed electricians should work in electrical panels.
Emergency Procedures	Evacuation Plans - Review evacuation plans for the different types of buildings students work in and/or the building class is in
Emergency Procedures	Earthquake preparedness - drop, cover, hold
Emergency Procedures	Fire - know your exits, have an evacuation plan, know fire extinguisher locations and how to use them
Emergency Procedures	Active shooter - get out, hide out, call 911
Emergency Procedures	How to identify emergency situations with gases, identify smells, potential gas leaks etc.
Equipment	De-energize motorized equipment when working nearby; use lockout/tagout
Lighting	Importance of proper light levels for safety and health, in many different situations
Lighting	Safety in handling different types of lighting bulbs, equipment: Filament, Tungsten-halogen, Halogen Infra Red
Materials	Safety in handling sensitive equipment/materials
Occupant Health	Covid safety responsibility of Facilities Managers
Occupant Health	Air leakage and impacts on health and safety
Occupant Health	Importance of adequate ventilation
Outdoor Environment	Recognize environmental conditions that impact occupants and systems
Outdoor Environment	Impacts of weather on safety; impacts of weather on equipment and interior spaces (e.g. water intrusion/flooding)
Outdoor Environment	Air quality index (AQI) - share local website resources. Minimize outdoor exposure during smoke events.
Outdoor Environment	Ice/snow on walkways and stairs
Outdoor Environment	Sun exposure awareness - take precautions
Personal Health	Ergonomic safety/health of students in class; Get up and move/stretch regularly
Personal Health	Staying hydrated in hot weather
Preventive Maintenance	Maintaining safe HVAC systems, importance of timely/managed/scheduled checks on equipment