Suggestions to Prepare for a Successful Amputation Stand-down

- Designate a coordinator to organize the stand-down. If you have multiple work sites, identify the team that will lead the stand-down at each site.
- Consider reviewing any machine guarding procedures. This will help provide a more effective stand-down. The following items should be addressed:
    1. What needs improvement? Are machine guarding procedures accurate and up-to-date?
    2. Have you experienced any amputation related injuries or near misses?
    3. What training have you provided to your workers on machine guarding and lock-out/tag-out?
    4. Are inspections conducted frequently throughout your facility to detect machine guarding deficiencies?
- Develop presentations or activities that will meet your needs. The meeting should provide information to workers about hazards, protective methods, and the company's safety policies, goals and expectations. Consider the use of hands-on exercises to demonstrate correct and incorrect guarding or barriers; these items tend to increase retention.
- Decide if the stand-down will take place over a break, lunch period, or some other time.
- Promote the stand-down. Try to make it interesting to workers. Some employers find that serving snacks increases participation.
- Allow workers to openly talk about their experiences and encourage them to make suggestions.
- If you learned something that could improve your machine guarding or lock-out/tag-out procedures, consider making changes.
- After our stand down, go online to http://standdownevents.org/amputation.cfm and input information about the company's Amputation Stand Down activities to print a certificate of participation.