Being trained in workplace safety can protect you from serious injury, and it’s also good for business. Safety training can increase productivity, boost worker morale, and save employers money on health insurance and workers’ compensation. Want to know more? Check out these Web sites for additional information about safety and health for teen workers.

**American Society of Safety Engineers**

www.asse.org

Founded in 1911, ASSE is the oldest and largest safety society with 30,000+ occupational safety, health, and environmental professional members worldwide. Please send a request to customerservice@asse.org for a free copy of ASSE’s “Workplace Safety Guide for New Workers.”

**Youth Rules!**

www.youthrules.dol.gov

Promotes positive and safe work experiences that help prepare young people as they enter the workforce.

**National Institute for Occupational Safety and Health (NIOSH)**

www.cdc.gov/niosh/topics/youth

Provides statistics and resources on young worker safety and health, including safety checklists.

**U.S. Department of Labor (DOL) Youth and Labor**

www.dol.gov/dol/topic/youthlabor/index.htm

Explains child labor laws protecting young workers from hazardous work conditions and occupations.

**Fair Labor Standards Act (FLSA)**

www.dol.gov/compliance/laws/comp-flsa.htm

Explains federal legislation that protects working teens.

**National Young Worker Safety Resource Center**

http://socrates.berkeley.edu/~safejobs/nation/index.html

Provides technical assistance and resource materials about youth employment and young worker safety training to schools and community groups.

**North American Occupational Safety and Health Week (NAOSH)**

April 30 - May 6, 2006

Raising awareness of workplace safety. Go to www.asse.org/NAOSH06 for activity information.

“I believe that no matter what type of business interests you—entertainment, financial services, transportation, utilities, etc.—Safety and Health professionals can make a difference.” Michael Murray, Director of Technical Services, Casualty Risk Control for Aon Risk Services, Inc. and ASSE member.

Safety science is one of the fastest growing careers for young people today. It’s a career that tends to attract people who enjoy working with computers and other technology and who are fascinated by how things work. Dedicated problem solvers, safety science engineers excel at setting goals and planning strategies. Good communicators and leaders, they enjoy helping people stay safe and healthy.

What does it take to pursue a career in safety science?

Many colleges offer safety science degrees which include coursework in biology, chemistry, physics, business, math, computers, engineering, economics, law, government, and psychology. Go to www.asse.org for a list of schools.

**CAREERS IN SAFETY AND HEALTH**

**WHERE THE JOBS ARE**

Safety and health professionals work in a wide range of sectors, including manufacturing, transportation, government agencies, schools, and hospitals. Examples of companies that employ safety and health engineers include: Disney, NASA, Hasbro, Kraft, Microsoft, Madison Square Garden, Nike, Revlon, Smithsonian Institute, Starbucks, CBS Television, and Bell Helicopter.

**WHAT THE JOBS ARE**

Safety and Health Engineers:

- design equipment, processes, and facilities in high-tech industries;
- analyze operations to help companies run efficiently and profitably;
- monitor, analyze, and correct industrial processes that might be hazardous for employees and for people in near-by communities;
- ensure worker safety at demolition and building sites;
- develop fire safety and prevention programs;
- consult on vehicle design and transportation systems;
- investigate and analyze accidents.

**WHY SAFETY TRAINING MATTERS!**

Being trained in workplace safety can protect you from serious injury, and it’s also good for business. Safety training can increase productivity, boost worker morale, and save employers money on health insurance and workers’ compensation.

Want to know more? Check out these Web sites for additional information about safety and health for teen workers.

**Teen Workers**

www.osha.gov/SLTC/teenworkers

Resources on teen worker safety and health—including child labor laws by state.

**National Institute for Occupational Safety and Health (NIOSH)**

www.cdc.gov/niosh/topics/youth

Provides statistics and resources on young worker safety and health, including safety checklists.

**U.S. Department of Labor (DOL) Youth and Labor**

www.dol.gov/dol/topic/youthlabor/index.htm

Explains child labor laws protecting young workers from hazardous work conditions and occupations.

**U.S. Department of Labor (DOL) Youth in the Workplace**

www.dol.gov/compliance/audience/youth.htm

Offers resources about a variety of issues affecting young workers—including wages, safety, and health.
How much do you know about workplace safety and health? To find out, take this quiz. The correct answers are shown below.

1. What is the most common job-related injury for first-time workers under 18?
   A. burns          C. muscle sprain or strain
   B. cuts or lacerations   D. exposure to fumes

2. Which type of hazard can teenagers face at work?
   A. trips and falls  C. excessive noise
   B. eyestrain          D. all of the above

3. By law, your employer must provide all of the following, except:
   A. protective clothing and equipment necessary for your job
   B. transportation home from work after dark
   C. payment for medical expenses if you are injured at work
   D. training in on-the-job safety

4. On a school day, a 15-year-old is permitted to work up to _______ hours a day.
   A. 2  C. 4
   B. 3  D. 5

5. Which of these jobs is legal for a 16-year-old worker?
   A. operating a meat slicing machine at a deli counter
   B. driving a forklift at a warehouse
   C. waiting tables at a restaurant
   D. performing demolition work at a construction site


American Society of Safety Engineers
Protecting People, Property & the Environment

North American Occupational Safety and Health Week
April 30 - May 6, 2006
The U.S. Department of Labor has established two major laws to protect the safety and health of workers, including teens. The Fair Labor Standards Act restricts the types of jobs teens under age 18 can hold and the hours they can work. And, the 1970 Occupational Safety and Health Act requires employers to provide safe and healthful work environments for teens and all workers. Employers must comply with occupational safety and health standards or face fines, criminal charges, and more.

States have also created laws to protect working teens. As a result, many rules, like those related to farm work*, may vary from state to state. Your employer must obey all appropriate federal and state laws. When federal and state regulations are different, the law that gives you the most protection applies.

To help you stay safe at your job, and to make sure you leave enough time for school, the U.S. Department of Labor has created rules about the jobs you are allowed to do and the hours you can work. Since teenagers are more likely to be injured at jobs they shouldn’t have been hired to do in the first place, be sure to learn what jobs are legal. Take a look below.

**JOBS YOU CAN DO**

**If You Are 13 or Younger**
- deliver newspapers
- baby-sit
- work as a performer

**When You Turn 14**
- You can work in a(n):
  - office
  - grocery or retail store
  - restaurant
  - movie theater
  - amusement park

**When You Turn 16**
- You can do any job or occupation except those considered hazardous as listed on www.youthrules.dol.gov.

<table>
<thead>
<tr>
<th>Hour Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>You can work no more than:</td>
</tr>
<tr>
<td>▲ 3 hours on a school day</td>
</tr>
<tr>
<td>▲ 8 hours on a non-school day</td>
</tr>
<tr>
<td>▲ 40 hours in a non-school week</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Outside of school hours:</th>
</tr>
</thead>
<tbody>
<tr>
<td>After 7 a.m. and until 7 p.m.</td>
</tr>
<tr>
<td>June 1 through Labor Day:</td>
</tr>
<tr>
<td>Until 9 p.m.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Any hours</th>
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</table>

**LEARN HOW TO STAY SAFE**

Employers must obey laws that protect young workers. But workplace safety is also up to you. What can you do to avoid being injured or getting sick? Ask your employer safety-related questions, follow basic safety guidelines at work, and know your rights and responsibilities. Always check with your employer’s occupational safety and health professional.

It’s important to ask safety questions before you start a job. Here is a list of important questions:

1. What are the physical demands of my job?
2. What are my hours?
3. Will I be working alone or with others?
4. What kind of safety gear will I need to wear?
5. What workplace hazards should I be aware of (noise, chemicals, etc.)?
6. What safety training will I receive and when will I receive it?
7. Where are the first-aid supplies and fire extinguishers kept?
8. Do you have a worker safety policy and an emergency plan?
9. Is there an occupational safety and health professional on staff?

**JOBS THAT ARE OFF-LIMITS TO YOUNG TEENS**

Some jobs or occupations have been declared illegal for young teens by the U.S. Department of Labor because they are considered too hazardous. If you are younger than 16, you may not work in a job that involves mining, logging, meat packing, roofing, excavation, demolition, or driving a car or forklift. Plus, you cannot work with saws, explosives, radioactive materials, or most machines.

*Different rules apply to farms, and state laws may have stricter rules.*
F.Y.I.: WORKPLACE HAZARDS

Think that work injuries come mostly from operating equipment or lifting heavy objects? Think again! Working at a computer terminal, or being a salesperson, can also endanger your health! Other potential safety hazards for teens include stress, loud noise, and working alone.

If you are injured at work, you usually become aware of it immediately. But if you are exposed to hazardous materials, or if you are hurt in some other way, you may not feel the symptoms for months, or even years. Look out for the hazards described here and protect yourself. If you do get injured, report it to your employer right away, and get proper medical treatment.

<table>
<thead>
<tr>
<th>Type of Work</th>
<th>Potential Hazards</th>
</tr>
</thead>
<tbody>
<tr>
<td>Retail/Sales</td>
<td>▲ heavy lifting</td>
</tr>
<tr>
<td></td>
<td>▲ excessively loud headsets</td>
</tr>
<tr>
<td></td>
<td>▲ assault and violence</td>
</tr>
<tr>
<td>Food Service</td>
<td>▲ slippery floors</td>
</tr>
<tr>
<td></td>
<td>▲ hot cooking equipment</td>
</tr>
<tr>
<td></td>
<td>▲ sharp objects</td>
</tr>
<tr>
<td>Office/Clerical</td>
<td>▲ poorly designed computer work station</td>
</tr>
<tr>
<td></td>
<td>▲ stress</td>
</tr>
<tr>
<td></td>
<td>▲ harassment</td>
</tr>
<tr>
<td>Service Station</td>
<td>▲ freezing temperatures</td>
</tr>
<tr>
<td></td>
<td>▲ assault and violence</td>
</tr>
</tbody>
</table>

[SOURCES: U.C. Berkeley Labor Occupational Health Program and NIOSH]

ERGONOMICS AT WORK

Ergonomics is the science of designing a job to fit the worker. Applying ergonomics to the equipment you use, the tasks you perform, and the environment in which you work, can help you do your job safely, comfortably, and efficiently. For specifics on ergonomic safety, visit www.osha.gov and www.cdc.gov/od/ohs.

HELP YOURSELF!

Teen workers face safety and health risks every day by working with badly-adjusted or poorly-configured office equipment and workstations. The chart below shows how to protect yourself from injury.

<table>
<thead>
<tr>
<th>Safety and Health Risk</th>
<th>How to Avoid Injury</th>
</tr>
</thead>
<tbody>
<tr>
<td>Repetitive stress injury</td>
<td>▲ Adjust your workstation to fit your body comfortably.</td>
</tr>
<tr>
<td></td>
<td>▲ Position your keyboard to avoid wrist injuries.</td>
</tr>
<tr>
<td></td>
<td>▲ Perform periodic tasks away from the computer.</td>
</tr>
<tr>
<td>Eyestrain</td>
<td>▲ Take breaks from the computer to rest your eyes.</td>
</tr>
<tr>
<td></td>
<td>▲ Adjust the height and angle of your computer monitor.</td>
</tr>
<tr>
<td>Back and muscle pain</td>
<td>▲ Adjust your chair to the correct height.</td>
</tr>
<tr>
<td></td>
<td>▲ Make sure your lower back is supported when sitting.</td>
</tr>
<tr>
<td></td>
<td>▲ Take breaks to stretch your arms, shoulders, and back.</td>
</tr>
<tr>
<td>Neck and shoulder pain</td>
<td>▲ Avoid cradling a telephone handset between your head and shoulder.</td>
</tr>
<tr>
<td></td>
<td>▲ Rotate your head from side to side, and roll your shoulders backward and forward to relieve tension.</td>
</tr>
</tbody>
</table>