

TOOL BOX TALK HANDOUT SAFETY NOTICES & SIGNS

Notices and signs are used in appropriate locations to advise people of the existence of hazards, provide directions and general information and/or indicate the types of personal protective equipment or clothing required.

Examples of signs are;

- Illuminated exit signs
- First aid signs
- Fire extinguisher signs
- Confined space signs
- Signs showing what PPE must be worn
- Restricted area signs
- Safe working limits for equipment and plant

Signs or notices are to be adhered to and any person disregarding these will be subject to disciplinary action. They are for a specific purpose and are not to be defaced.

Signs and notices are not to be removed or interfered with unless authorisation is given by your Supervisor.

Safety signage generally comes in four different forms and colours;

1. Regulatory Signs
 - a) Prohibition Signs
 - b) Mandatory Signs
 - c) Limitation or Restricted Signs
2. Emergency Information Signs
3. Fire Signs
4. Hazard Signs
 - a) Danger Signs
 - b) Hazard Signs

Please see over for further explanation and examples



Type	Description	Example
1a	White with a red circle with a line through it. These signs tell you what you MUST NOT do.	 
1b	White with a blue circle containing an image. These signs tell you what you MUST do.	
1c	White with a red circle around a black image or number. These signs let you know of any restrictions or limitations that are in place in an area or on a site.	
2	Green in colour. These signs identify directions to find exits, first aid facilities and equipment.	 
3	Red in colour. These signs identify where to find fire fighting equipment, alarms and exits.	
4a	Black and White with a red oval at the top containing the word DANGER. These warn of hazards that are potentially life threatening	
4b	Yellow in colour. These signs warn of hazards which may cause harm but are not life threatening.	

