

Name \_\_\_\_\_

Date \_\_\_\_\_

**Rights and Responsibilities**

Job/Activity \_\_\_\_\_

**Rights**

**Responsibilities**

Employee: (what I have a right to expect)

Employee:

Employer/Supervisor: (what they have a right to expect of me)

Employer/Supervisor:

Name \_\_\_\_\_

Date \_\_\_\_\_

**Rights and Responsibilities**

Job/Activity MacDonald's

**Rights**

**Responsibilities**

**SAMPLE**

Employee: (what I have a right to expect)

- Clean safe working environment
- Tools and equipment in good repair
- Safety training

Employee:

- Maintain work environment
- Maintain tools and equipment
- Report needed repairs
- Follow safety rules and procedures
- Wear protective equipment

Employer/Supervisor (what they have a right to expect of me)

- Worker arrives on time
- Worker reports hazards
- Worker follows safety procedures
- Worker comes well rested, not impaired, and prepared to work

Employer/Supervisor

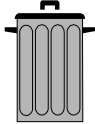
- Provide training
- Correct hazards promptly
- Ensure worker follows proper procedures
- Create incentives

# Responsibilities for Safety Scenarios

List worker's and employer's responsibilities in these scenarios:

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## Scenario # 1



### Clean Up

*"There is often not enough time to clean the work area. Where I work, the garbage piles up in front of the fire exit, and once there was a spill in the work area and there was no time to clean it up." 17 year-old fast food employee*

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## Scenario # 2



### Warehouse Worker

*A warehouse worker uses an old ladder in order to reach supplies that are stacked up high on a shelving unit. The worker is afraid that the ladder will break each time he steps on it but it is the only ladder in the warehouse.*

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## Scenario # 3



### Data Entry

*After the data entry clerk's 8 hour shift, she notices that her hand starts feeling sore and swollen. Her computer station is cramped and she often has to work on a small desk area. The chair she sits on is not comfortable and the keyboard sits on a desk that is too high. She figures that she can find a cushion to sit on when she goes to work the next day.*

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## Scenario # 4



### Painter

*An 18-year old painter often suffers from headaches after work. He suspects the headaches are from the paint fumes that he inhales during his 8 hour shift. He doesn't want to complain because the pay is good and he needs the money.*

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## Scenario # 5



### Service Clerk

*A 19-year old service clerk working in a grocery store sustained a skull fracture, a broken collar bone and badly bruised ribs when he fell over nine feet and through a T-bar ceiling.*

# Responsibilities for Safety Scenarios

List worker's and employer's responsibilities in these scenarios:

## Scenario # 6



## Retail Sales Clerk

*"Once when I was trying to enforce the no-return policy of our store, a customer became more and more angry until I finally decided it would be better to give him the money and take the consequences from the boss". 16-year old retail sales clerk.*

## Scenario # 7



## Fast Food

*The oven mitts I was using to remove hot trays from the oven had huge holes in them. When I told my supervisor about them, I was told to put plastic bags inside the mitt. 17-year old fast food employee.*

## Scenario # 8



## Training

*When asked how much training was received, one 16-year old female responded she received "a lot of training". When asked further, it turned out to be one day.*

## Scenario # 9



## Warehouse Helper

*A warehouse helper is asked to move a pallet using the forklift. The helper has never operated a forklift before and asks for training. The supervisor quickly explains how to operate the forklift and then tells the helper that he has to leave and will be back in about an hour.*

## Scenario # 10



## Busboy

*An 18-year busboy works in a very busy restaurant clearing dishes from the tables. He is asked to use rubber bins to carry the dirty dishes from the tables to the dishwasher. The bins he uses to carry the dishes are old and he has a difficult time holding onto the rims. He has almost dropped the bins of dirty dishes many times.*