



The Buddy System

Everyone knows what the Buddy System is, but do you know that you can apply the fundamentals of the Buddy System to your everyday work? The Buddy System promotes employees to speak up about safety hazards not just for themselves, but for everyone. By using the Buddy System to recognize hazards around us, we can collectively keep each other safe!

When to Use the Buddy System:

- Working at height with fall arrest equipment
- In extreme weather conditions
- Working at high elevations at telescope sites
- Lockout/tagout and verification of de-energized equipment
- Prior to installation, removal, or repair of equipment
- Working with hazardous materials
- Handling or moving large or bulky items
- Initial operation of new equipment or procedures



How to Recognize Hazards:

- Proper training with new equipment and procedures to eliminate exposure risks
- Performing thorough task hazard analysis or Job Hazard Analysis to get a better understanding of how to get things done
- Using brief written checklists which can easily prevent accidents
- Having a "Safety Huddle" meeting with everyone involved, especially before:
 - significant lifts/relocations
 - performing new procedures and testing new equipment
 - lockout/tagout of machines for all sources of energy

Performing Effective Communication:

- Ask questions and ask for help
- Clearly communicate with your peers
- Never assume what someone is trying to tell you, always take the time to listen
- Reiterate instructions so there is no room for miscommunication
- Don't yell over long distances; speak face to face, unless it is an emergency or when yelling "STOP"

