



Subject: Safety Signs

Tool Box Talk No.: 004

NO. 4 SAFETY SIGNS

There are four types of safety sign, each of which has a basic colour:

RED, YELLOW, BLUE OR GREEN.

Prohibition Signs:

Ban certain actions. They have a white background with a red circular band and crossbar,

e.g. No Smoking.

Warning Signs:

Have a black triangle on a yellow background, with the symbol or text in black,

e.g. Caution, risk of electric shock.

Mandatory Signs:

Give instructions. They have a blue background, with the symbol or text in white.

e.g. Head Protection must be worn.

Safe Condition Signs:

Are square or rectangular in shape, with a green background and the symbol or text is in white.

e.g. First Aid or direction signs.

GET TO KNOW THESE SIGNS AND UNDERSTAND WHAT THEY MEAN!



TOOL BOX TALK RECORD SHEET

COMPANY: _____

SUBJECT OF TOOLBOX TALK: _____

NAME OF PERSON DELIVERING TOOLBOX TALK: _____

TIME: _____ DATE: _____ LOCATION: _____

NOTE ANY QUESTIONS ASKED BY STAFF DURING TOOL BOX TALK:

YOU SHOULD ONLY SIGN THIS SHEET IF YOU HAVE UNDERSTOOD THE INFORMATION PROVIDED.
IF YOU ARE IN ANY DOUBT OR UNSURE ABOUT ANYTHING COVERED BY THIS TOOL BOX TALK
PLEASE ASKED THE PERSON DELIVERING THE TALK TO EXPLAIN MORE FULLY.

PLEASE PRINT YOUR NAME	JOB DESCRIPTION	SIGNATURE

SIGNATURE OF PERSON DELIVERING TOOL BOX TALK: _____