



PERSONAL SAFETY PLANNING TIPS

For COVID-19, please follow the policies from your organization regarding safety guidelines and PPE use. Visit www.michigan.gov/coronavirus for MDHHS recommendations.

GENERAL SAFETY PLANNING

ADVANCE PLANNING

- Notify appropriate parties when you go on outreach
 - Supervisor
 - Someone who knows when you have finished outreach
- Develop a schedule or plan of activities for each outreach trip
- Organize materials in advance
- Carry a cell phone and cell phone charger
- Have Location setting turned on for your cell phone
- Carry snacks and water
- Check weather conditions
- Get enough sleep

PERSONAL IDENTIFICATION

- Wear clothing that identifies you as an employee of your organization
- Introduce yourself and your agency
- Carry identification and emergency contact information in your cell phone

OTHER SUGGESTIONS

- Conduct outreach in teams if possible
- Be aware of your surroundings
- Dress appropriately
- Do not carry valuable items or large amounts of money
- Position yourself near exits



*Michigan Interagency Migrant Services Committee
Outreach & Education Subcommittee*



- Get help when you need it

INTERPERSONAL INTERACTIONS

- Be courteous and do not argue
- Pay attention to nonverbal communication
- Pay attention to cultural norms regarding respectful communication

HEALTH SAFETY

- Get TB skin test and retest periodically
- Maintain vaccinations
- Become certified in First Aid
- Wash hands regularly
- Use sunscreen
- Be aware of pesticide exposure risks
- Use proper lifting techniques
- Understand blood borne pathogens

DRIVING SAFETY

- Wear seatbelts and comply with car seat requirements
- Have a full tank of gas, maps, cell phone, and cell phone charger
- Have an emergency safety kit
- Know where tools are and how to use them
- Have a plan for what you will do if car breaks down
- Get regular maintenance checks
- Plan for inclement weather conditions
- Pull over to use cell phone
- Advance research
 - Review directions ahead of time
 - Make advance trip (in daylight) if possible
- Allow plenty of time to get to destination

THESE TIPS ARE ONLY INTENDED TO SUPPORT YOUR AWARENESS AND UNDERSTANDING OF OUTREACH SAFETY. ALWAYS REFER TO YOUR AGENCY'S POLICIES AND PROCEDURES FIRST WHEN CREATING AN OUTREACH PERSONAL SAFETY PLAN.