

Night Workplace Safety



Workplace violence is violence or the threat of violence against employees. It can occur at or outside the workplace and can range from threats and verbal abuse to physical assaults and homicide. Review the following night workplace safety tips with your employees.

Toolbox Tips

- Follow established security procedures.
- Report security equipment that does not work.
- Report threats made by customers or passers-by.
- Keep back doors and loading dock doors locked.
- Do not prop doors open.
- Keep windows and peep sights clean and clear.
- Make sure parking lot lighting works.
- Minimize outside work during late-night hours.
- Wait for a safe time to take out trash to the dumpster.
- Scan dumpster areas before entering them. Keep dumpster area doors closed.
- Do not use cell phones or any other technology when outside during late night hours.
- Do not carry a purse in the parking lot. Never flash valuables or cash.
- Carry a flashlight.
- After closing, all employees should leave the building together.
- Stay aware of your surroundings and keep track of other employees.
- Know 911 or your local emergency phone number.

These advisory materials have been developed from national standards and sources believed to be reliable, however, no guarantee is made as to the sufficiency of the information contained in the material and MEM assumes no liability for its use. Advice about specific situations should be obtained from a safety professional.



In the parking lot, scan for backing vehicles and for people in between vehicles.



Make sure parking lot and security lights work.