WEEKLY SAFETY MEETING

FOR THE CONSTRUCTION INDUSTRY

SAFETY MEETING OUTLINES Box 700, Frankfort, IL 60423 815-464-0200 No. 18 Vol. 21 Week of 5/4/15

Company Name _____ Job Name _____ Date _____

MATERIAL HANDLING

Today's topic is one with which each of you is familiar. Construction work requires material to be handled on a continuous basis. Drywall hangers handle sheetrock, pipefitters fit pipe, carpenters work with two-by-fours and sheets of plywood, ironworkers bolt up steel beams, and as you all know, the list goes on and on. Material is moved all day long from delivery trucks and laydown yards to the work area, back and forth in the work area, and then out of the work area when scrap and waste are collected and disposed of.

Regardless of how the material is moved, your hands and fingers will be involved; take good care of them. A good pair of work gloves will go a long way toward preventing minor hand injuries. Be careful though, sometimes gloves can make it more difficult to grip an object. Watch where you put your hands — gloved or not. Avoid pinch points, slivers, and sharp edges.

Plan your trip. Check the materials that have to be moved. Know their weight and how you will move them. Are your legs and back strong enough? Do you need a hand truck, dolly or pallet jack? Any time you can use a mechanical device to help you, take advantage of it. Another good option is to get a second person to help. Check your path of travel for obstacles. Even a minor slip or stumble could cause an injury or cause you to lose control of the load. Make sure all the flooring, scaffolding, walkways and stairs that you will cross can support the combined weight of you, the load and any truck, dolly, or jack that you may be using.

Often times materials must be moved by crane. This presents a variety of different problems. First you need to know the weight. You must have the proper rigging, and you may even be required to have a signal person. Check overhead for any powerlines or obstructions that may cause a problem with the load or the crane boom. Finally, you need to know where you are going to position the materials once they are flown in. Think through the whole job before you start.

Material handling takes place everyday in our industry. You know what it takes to get the job done safely. Be sure you take your material handling responsibilities seriously.

SAFETY REMINDER

Remember that lowering is preferable to lifting, and pushing is preferable to pulling when moving materials.

Special Topics For Your Project _____

_____

_____

Employee Safety Recommendations _____

_____

_____

Reviewed MSDS # _____ Subject _____

Meeting Attended By _____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Supervisor's Signature _____

WEEKLY SAFETY MEETING

FOR THE CONSTRUCTION INDUSTRY

SAFETY MEETING OUTLINES Box 700, Frankfort, IL 60423 815-464-0200 No. 19 Vol. 21 Week of 5/11/15

Company Name _____ Job Name _____ Date _____

WHAT TO DO IN CASE OF AN EMERGENCY

All employers face the possibility of emergencies; workplace fires, hazardous chemical releases, explosions, and medical incidents, to name a few. The problem with emergencies is that no one knows **when** they are going to happen; but when they do, the appropriate actions need to be taken **immediately** to minimize the harm that could be done. This is where you come in. Since an emergency can happen at any time, and in just about any place, **you** need to know what to do. The best way to learn what to do is to review your site emergency plan with your supervisor. Many times this kind of information is addressed during new employee orientation, but may it need to be reviewed. If you're working on a site with other contractors, it may be helpful to know about dangerous chemicals or processes that they use. If they have an accident, you may be affected.

As a responsible worker, you should know the locations of jobsite telephones and what phone numbers to call in an emergency. Many communities in the United States have a 911 emergency system that provides one stop calls to get help. If your area does not have this kind of system, make sure that you know the full phone numbers to contact the police, the fire department, and the ambulance service. These numbers should be posted at every jobsite phone. In the event that you need to make an emergency phone call, stay calm, tell the operator what kind of emergency you have, give a complete description of your location and a call-back phone number. Most importantly, don't hang up until the operator does. It is also helpful if you can provide the operator with details such as how many people are injured, what type of fire is burning, what kinds of chemicals are involved, etc.

You must be prepared to deal with an emergency **before** one occurs. Once an emergency arises, it's too late to get the necessary training. Learn the emergency procedures established by your company, particularly those that apply to your job site. Know who the first responders are and how to contact them. It would be a good idea for each of you to get training in first aid and CPR. One of the best sources for this training is the American Red Cross. Many local rescue squads, fire departments, and hospitals also offer courses. It's up to you when it comes to emergencies. Will you know what to do in a fire? Will you be able to help an injured co-worker? Resolve today to sign up for the next available course in your area.

SAFETY REMINDER

Emergencies can happen at home, too.
Will your loved ones survive?

Special Topics For Your Project _____

_____

_____

Employee Safety Recommendations _____

_____

_____

Reviewed MSDS # _____ Subject _____

Meeting Attended By _____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Supervisor's Signature _____

WEEKLY SAFETY MEETING

FOR THE CONSTRUCTION INDUSTRY

SAFETY MEETING OUTLINES Box 700, Frankfort, IL 60423 815-464-0200 No. 20 Vol. 21 Week of 5/18/15

Company Name _____ Job Name _____ Date _____

CONFINED SPACES

Many construction sites and workplaces contain spaces that are considered to be "confined" because their configurations hinder the activities of employees who must enter into, work in, or exit from them. In many instances, employees who work in confined spaces also face increased risk of exposure to serious physical injury from dangers such as entrapment, engulfment, and hazardous atmospheric conditions. Work in confined spaces may keep employees closer than normal to hazards, such as energized electrical circuits, hot surfaces, or dangerous machinery.

The standards regulating confined spaces can be confusing. Under OSHA's Construction Standards, a **confined space** is "any space having a limited means of egress, which is subject to the accumulation of toxic or flammable contaminants or has an oxygen deficient atmosphere." Some examples of confined spaces could be underground vaults, tanks, storage bins, pits, diked areas, vessels, and silos. Under the General Industry Standards, a **confined space** is a space that has limited or restricted means of entry or exit, is large enough for a worker to enter and perform assigned work, and is not designed for continuous occupancy by the employee. The General Industry Standards also define a **permit-required confined space** as a confined space with one or more of the following characteristics: 1) it contains or has the potential to contain a hazardous atmosphere, 2) it contains a material that has the potential for engulfing an entrant, 3) it has an internal configuration that might cause an entrant to be trapped or asphyxiated by inwardly converging walls or by a floor that slopes downward and tapers to a smaller cross section, and 4) it contains any other recognized serious safety or health hazards. Your employer must develop and implement a written program for permit-required confined spaces.

Plan your work carefully. If the space is small, it will be harder to work with large tools or pieces of material. Tripping hazards from wires and hoses are aggravated in confined spaces. Exhaust gases from welding operations, generators, ... can quickly create a hazardous atmosphere. Before anyone enters the space, make sure that you follow all the necessary lockout/tagout procedures and have the atmosphere tested. Depending upon the situation, repeated testing or monitoring of the atmosphere may be required during the work.

The most important thing to remember is that any confined space can be extremely dangerous! Whether it's construction or general industry, permit-required or not — **be careful!**

SAFETY REMINDER

An atmosphere may be safe when you enter, but it can change very quickly.

Special Topics For Your Project _____

_____

_____

Employee Safety Recommendations _____

_____

_____

Reviewed MSDS # _____ Subject _____

Meeting Attended By _____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Supervisor's Signature _____

WEEKLY SAFETY MEETING

FOR THE CONSTRUCTION INDUSTRY

SAFETY MEETING OUTLINES Box 700, Frankfort, IL 60423 815-464-0200 No. 21 Vol. 21 Week of 5/25/15

Company Name _____ Job Name _____ Date _____

POWERLINE SAFETY

There will be no warning, no sign, no horn. If you get too close, you just get zapped! Overhead powerlines are everywhere and they are dangerous! Almost any operation can become dangerous when you are working near powerlines. Be especially careful around backhoes, dump trucks, bucket trucks, cranes and aerial lifts. The danger isn't just from machinery — watch out for powerlines when carrying ladders, conduit, or lumber. Knowing the location and voltage of all overhead powerlines at the jobsite **before** operating or working near them will prevent accidents and injuries.

Powerline contact is the greatest risk found in crane operations. A single contact can result in multiple deaths and crippling injuries. Each year approximately 150 people are **killed** by powerline contact. Listen up! This message is not just for operators; about 80% of the victims were guiding the load at the time of contact! Keep in mind that no person should operate any piece of equipment so that any part of the equipment or the load is closer to a powerline than OSHA regulations permit. An exception is made when adequate insulating barriers have been erected, or the line has been de-energized. This usually requires special arrangements with the local utility company and/or the owner of the lines.

OSHA regulations specify minimum clearances from powerlines based on their voltages. Remember, this means that **no part** of the load, guide lines, rigging, boom, cables, or workers can be closer than the clearances — **ever!** OSHA specifies a 10 foot working clearance for all lines under 50 kilovolts (kV). For lines over 50 kV the working clearance will be 10 feet plus 0.4 inches for each kilovolt over 50 kV. The table to the right contains the clearances for several common transmission voltages.

Clearances for some common transmission voltages

Voltage (kV)	Clearance (ft-in)
under 50	10 - 0
66	10 - 6
115	12 - 2
138	12 - 11
230	16 - 0
345	19 - 10
500	25 - 0

Help in determining the voltage of powerlines is available by calling your local electric company. The key to avoiding powerline contact is pre-job safety planning. Planning is one of the greatest accident deterrents available in the workplace. A single individual should coordinate and have overall responsibility for all operations near powerlines.

SAFETY REMINDER

LOOK UP — BE CAREFUL!
Overhead powerlines cannot get out of the way!

Special Topics For Your Project _____

_____

_____

Employee Safety Recommendations _____

_____

_____

Reviewed MSDS # _____ Subject _____

Meeting Attended By _____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Supervisor's Signature _____