

# WEEKLY SAFETY MEETING

FOR THE CONSTRUCTION INDUSTRY

SAFETY MEETING OUTLINES    Box 700, Frankfort, IL 60423    815-464-0200    No. 22    Vol. 21    Week of 6/1/15

Company Name \_\_\_\_\_ Job Name \_\_\_\_\_ Date \_\_\_\_\_

## POWER SAWS

The portable power saw has become an indispensable tool on construction sites. The fact that we are all familiar with them does not diminish how dangerous they are. You must keep safety in mind **at all times** when you are handling power saws. One wrong move — shifting your weight, a sneeze, stumbling, or just looking up from your work — could spell disaster.

The teeth on a circular saw move at speeds around 12,000 feet per minute; that's almost 140 miles per hour. They sure as heck aren't going to stop if your finger, hand, or leg gets in the way. And remember, the chips coming off that blade move almost as fast so be sure to wear your safety glasses.

You should always inspect saws prior to use. Look for damaged parts, frayed cords, missing ground prongs, and damaged or missing guards. Never use a saw without all guards in place and in safe working order. If you find a defect, take the tool out of service, and be sure to tag it "do not use — needs repair" so no one else will try to use it.

When cutting, be prepared for the saw to kick back — which is what happens when the blade or workpiece catches or binds and jerks suddenly, usually back toward you. Make sure the workpiece is secured, and keep a firm grip on the saw. Cut with a sharp blade; it will make a safer, easier, cleaner cut. Use a blade designed for the material you're cutting and make sure all guides are adjusted properly. Anytime you change blades or make adjustments be sure to disconnect the power. Remember to unplug the battery if the saw is battery powered. As with any electrical tool, never carry a power saw with your finger on the switch, never yank the cord to unplug it from the outlet, and never use the cord to raise or lower it. Clean your saw before you put it away and store it in a secure, dry place.

Not too many of the people who have cut off their fingers did so on purpose. More likely than not, either they weren't paying attention, or they made a mistake. They had heard the same warnings about power saws that you've heard. It's up to you to be different by making sure you pay attention to the warnings — **always** — so you keep all your fingers on your hands where they belong.

**This week is National Safety Week,  
a good time to resolve to make  
Safety First.**

### SAFETY REMINDER

Special Topics For Your Project \_\_\_\_\_

Employee Safety Recommendations \_\_\_\_\_

Reviewed MSDS # \_\_\_\_\_ Subject \_\_\_\_\_

Meeting Attended By \_\_\_\_\_

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Supervisor's Signature \_\_\_\_\_

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SAFETY MEETING OUTLINES

Box 700, Frankfort, IL 60423

815-464-0200

No. 23

Vol. 21

Week of 6/8/15

Company Name \_\_\_\_\_

Job Name \_\_\_\_\_

Date \_\_\_\_\_

## SEVERE WEATHER

With warm summer months come family vacations, outdoor fun, and unfortunately, the threat of severe weather. The statistics are staggering. According to the National Weather Service, lightning has killed an average of 89 people every year for the last 30 years. Tornadoes strike the United States more than 500 times a year, killing hundreds and injuring many more. This year more than **100 people were killed** by tornadoes, and that was just in the end of March and the beginning of April. Entire communities woke up to total devastation.

Lightning storms can be amazing to watch, but they are very dangerous. If possible get indoors, but be sure to stay away from windows, doors, electrical appliances, TV antennas, and plumbing fixtures. If you have to be outside during a lightning storm, keep away from crane booms, towers, metal objects, power and telephone lines, railroad tracks, metal fences, trees, water, boats, and structural steel buildings. **Never** seek shelter under a tree. Work smart and play smart — avoid lightning's favorite targets.

A severe thunderstorm may spawn a tornado with destructive winds that can exceed speeds of 200 miles per hour. Do you know the difference between a tornado watch and a tornado warning? A tornado **watch** means that conditions are right for tornadoes to develop. A tornado **warning** means a tornado has actually been sighted or picked up on radar by the National Weather Service. When a warning has been issued, danger is imminent. Seek shelter immediately — inside if possible. The best locations are the basement or an interior room on the lowest level of the building. If you cannot get inside try to find a low spot, like a ditch or creek, and lie down in it as flat as possible.

Millions of dollars of damage result not only from tornadoes and lightning strikes, but also from other types of severe weather. Heavy rains may cause flooding, mud slides, or flash floods. Hurricanes frequently damage coastal areas, and can reach miles inland. Strong winds can damage structures and equipment, and can blow dust, scrap, and material around the jobsite.

You cannot avoid severe weather or make it go away; you can only try to minimize its impact. Have a plan in place at work and at home so that **everyone** knows what to do and where to go when severe weather strikes.

### SAFETY REMINDER

**Keep an eye to the sky and an ear to your radio or television when severe weather is predicted.**

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. 24    Vol. 21    Week of 6/15/15

Company Name \_\_\_\_\_ Job Name \_\_\_\_\_ Date \_\_\_\_\_

## FIRST AID

No matter how hard we try to prevent them, injuries always seem to occur. Whether you're on the job or at home, you should be prepared to provide first aid. It is important to know how to treat each injury and to know when additional medical care is needed. Properly applied, immediate first aid may mean the difference between life and death and may prevent prolonged hospitalization or permanent injury. Obviously, serious injuries require immediate first aid followed by professional medical attention. All too often though, small injuries go **completely** untreated. Even something as minor as a splinter deserves attention — that's why it hurts! If not treated properly an even more painful infection may result.

Each jobsite is required to have at least one first aid kit and it must be available at all times. This means that it shouldn't be in somebody's truck, unless that truck is **always** at the jobsite. The number of kits and what each should contain vary depending on the jobsite. The contents of each kit however, must be checked at least once each week to make sure that any used or expired supplies are replaced. Establish a schedule and assign a responsible person to ensure that the contents of all of your first aid kits are checked weekly.

OSHA requires that prompt medical attention be available in case someone is injured. Someone on the site must be **certified** to provide first aid if professional attention is not available in a reasonable amount of time. A good guideline for "reasonable" is eight minutes. Is there a certified first aid provider on your jobsite? Who is it? Find out today.

Even if you aren't trained to provide first aid, there are still things that you can do to help. First, if there is someone who can provide first aid, know where to find him or her. Second, know how to call for help — memorize the emergency numbers for your jobsite, and know where the nearest phone is located. When you make an emergency call, stay as calm as possible and give the operator as much information as you can.

First aid training is available from the American Red Cross, through the National Safety Council, and from many hospitals, fire departments, and rescue squads. Get your first aid certificate. The training isn't that difficult, and it doesn't take much longer than attending a friend's funeral (a distinct alternative if you aren't able to help).

**Be prepared in the event of an emergency.  
Keep basic first aid supplies in your  
home, car, boat, and camper.**

## SAFETY REMINDER

Special Topics For Your Project \_\_\_\_\_

Employee Safety Recommendations \_\_\_\_\_

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# WEEKLY SAFETY MEETING

FOR THE CONSTRUCTION INDUSTRY

**SAFETY MEETING OUTLINES**    Box 700, Frankfort, IL 60423    815-464-0200    No. 25    Vol. 21    Week of 6/22/15

Company Name \_\_\_\_\_ Job Name \_\_\_\_\_ Date \_\_\_\_\_

## ARC WELDING

Welding is the fusing together of pieces of metal through the application of heat; arc and gas welding are the most common. Today we'll focus on arc welding hazards, although many of them are present during gas welding also. Common hazards include burns and fires from hot metal and sparks, eye and skin damage from infrared and ultra-violet radiation, and exposure to noxious fumes and gases. Most of these hazards can be controlled or avoided by wearing the proper personal protective equipment, staying alert, and inspecting the area before and after welding.

Always wear appropriate personal protective equipment when you are welding or exposed to a welding operation. Start with eye and face protection: use a welding hood with the proper filter lenses installed to protect you from the ultraviolet radiation of the arc. That ultraviolet light can actually give you a "sun" burn if your skin is exposed, so you should wear long sleeves. Protect your hands by wearing a good pair of welder's gloves. Your pants legs should cover the tops of your boots even when you're sitting down. This will help prevent sparks and slag from falling into your boots.

When you're welding you should have your hood down to protect your eyes. Unfortunately, that hood makes it impossible for you to see other operations and dangers around you. You need to be aware of what else is going on in your area, especially if you are welding near moving or dangerous equipment. If necessary, use a spotter. Fire is an ever-present danger when welding. Always have a charged fire extinguisher handy. It may even be necessary to have another person on fire watch.

If a hot work permit is required make sure you get one before you start working. Before you do any welding, check the area for anything that could cause a fire: flammable liquids and gases, explosive materials, or any combustibles like paper, rags, wood, grease, or cardboard. Find a safe way to run your leads so they don't create a tripping hazard. Check for adequate ventilation to avoid noxious fumes and gases. If you are working outside, try to stay upwind of the arc. When you are finished welding, make sure you put away your leads; don't leave them lying around where someone could trip over them. Finally, a stray spark or a piece of smoldering debris could cause a fire later. Don't let that happen on your job. Always inspect the area before leaving.

### SAFETY REMINDER

**Never leave a rod in an unattended stinger.**

Special Topics For Your Project \_\_\_\_\_

Employee Safety Recommendations \_\_\_\_\_

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# WEEKLY SAFETY MEETING

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**SAFETY MEETING OUTLINES**    Box 700, Frankfort, IL 60423    815-464-0200    No. 26    Vol. 21    Week of 6/29/15

Company Name \_\_\_\_\_ Job Name \_\_\_\_\_ Date \_\_\_\_\_

## ASSURED EQUIPMENT GROUNDING CONDUCTOR PROGRAM

OSHA requires employers to provide ground fault protection on construction sites to help protect employees from electrocution. The employer may choose to use Ground-Fault Circuit Interrupters (GFCI's or GFI's), or an Assured Equipment Grounding Conductor Program. Today we'll focus on the requirements of the latter.

There must be a written description of your company's Assured Equipment Grounding Conductor Program available at the jobsite at all times. The description should include a test schedule and specific procedures for testing and record keeping. The program will cover all cord sets, all equipment which requires grounding and is connected by cord and plug, and all receptacles which are not part of the structure's permanent wiring system. The program must be implemented by one or more competent persons.

There are two tests that must be performed. The first is a continuity test to ensure that the equipment grounding conductor is electrically continuous — that is, that electricity can flow through it without interruption. All equipment grounding conductors must be tested for continuity; all cord sets, cord-and-plug connected equipment, and all wiring and receptacles that are not part of the structure's permanent wiring system must be tested. The second test verifies that the grounding conductor is actually connected to the proper terminal. This test must be performed on all receptacles, attachment caps, and plugs. Any item that does not pass must be removed from service until it has been repaired and does pass the test or tests.

Each item must be tested: 1) before first use, 2) following any repairs, 3) after any incident which could reasonably be expected to have caused damage, and 4) at least every three months. Note that cord sets and receptacles which are fixed and not exposed to damage, need only be tested every six months. There are record keeping requirements also. Examples of acceptable documentation include color coding the items after testing, and keeping a log of each item's serial or identification number, the date of testing, and the test results.

Proper implementation of an Assured Equipment Grounding Conductor Program will help prevent electrocutions, accidents, and damaged equipment. It will also help identify faulty equipment so that it can be repaired or replaced.

### SAFETY REMINDER

**All electrical equipment should be visually inspected before use each day.**

Special Topics For Your Project \_\_\_\_\_

Employee Safety Recommendations \_\_\_\_\_

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