

Job Site Review

Toolbox Talks helps you facilitate required weekly safety meetings at your jobsites. Please use the attached sign-in sheet to record the attendance of all employees who participate in this week's meeting.

The content below is also attached as a PDF for easy printing and distribution.

The Toolbox Talks articles will no longer be sent separately from the weekly newsletter.

[Click here](#) to register for weekly Approach Newsletter



Construction sites are dynamic and ever-changing. When the project speeds up, you can find workers from different trades working within close proximity of each other or commonly known as stacking.

To minimize the risk of accidents, it is important to do a **complete site hazard analysis** before workers are dispatched on the project.

Ongoing assessments should be completed to determine what special tools, equipment, and personal protective equipment will be needed to accomplish the work.

With a clear understanding of specific operations that are taking place around the jobsite, you can learn to recognize how some types of work will affect others. Arrangements and adjustments can be made to allow the safe completion of all tasks.

Regulatory regulations (OSHA, DOSH) require:

Employees receive training and education to recognize and avoid unsafe conditions at their jobsite. They also learn applicable regulations that control or eliminate these hazards.

When doing a jobsite evaluation, look for potential problems in the following areas:

Scaffolding:

1. Fall protection for all open sides and edges.
2. Proper guardrails (different types for different scaffolds)
3. Safe access scaffolds with integrated ladders or hook-on ladders must be used
4. Check for proper platforms, planking, and walkways
5. All working scaffolds must be fully planked strong enough to have equipment, material and workers with a safety factor of 4 times the maximum intended load
6. A competent person to check the scaffolding making sure it is ok for workers to be on

Watch our [scaffolding video here](#)

What types of personal protection equipment will be used:

1. Hard hats required – especially when there is any overhead hazards
2. Eye and face protection
3. Hearing protection
4. Breathing protection for particulates (dust), vapors and fumes
5. Personal fall arrest/restraint equipment when workers are exposed to falls
6. Falling object protection (nets and or barricades)
7. Foot and hand protection (boots and gloves)

Watch our [fall protection video here](#)

Excavations change daily:

1. Who is the competent person on site?
2. Were locates done and still adequately marked?
3. Are trenches benched and sloped as required?
4. Are access and egress contingencies being met?
5. Are daily inspections being done?
6. Water accumulation present (soil & erosion control)

Watch our [excavation and trenching video here](#)

Temporary Power – must be correctly installed GFCIs must be installed on properly rated circuits and temporary wiring must meet standard requirements for construction usage, no flat or household cords.

Watch our [electrical hazards video here](#)

Potable water supply should be clearly marked and isolated to avoid possible contamination.

Fire prevention, protection, and control measures should be clearly marked, plainly visible, and proper maintenance and inspections logged on tags. Fire extinguishers must be correctly sized and rated in proportion to the project. Is there an existing emergency action response plan in place, or any sirens or signals you should know about? Are fire lanes clear?

Designated disposal areas/container areas should be conveniently located in a safe area and cleaned/dumped regularly.

General housekeeping appearance of the site and are sanitary accommodations provided?

The **written hazard communication program** must be in place with easy general access to the SDS (Safety Data Sheet) information.

The job shack office is the primary information hub of the project:

1. What is the general appearance around this building?
2. Are emergency phone numbers posted?
3. Is there a first aid station and supplies?
4. Is there an emergency response plan in place in the event of serious injury or incident?
5. Is compliance required by all workmen on site and enforced? What is the disciplinary policy of your company?
6. Who is the designated safety liaison for the various contractor workmen on this project?

These issues and concerns should be addressed and resolved with your company's site personnel before work starts on any project.

A **site specific safety orientation** should be done with all workers at the beginning of each job. Remember that a good, ongoing hazard assessment, along with employee training, is the key to getting the project done safely.

Schedule your safety visit with Approach Management Services

At your request, an Approach Safety professional will come to your business and analyze your employee safety and Accident Prevention Programs. Our friendly, knowledgeable staff are experts in the regulatory Safety and Health requirements affecting your industry.

There is typically no fee for this – it is a benefit for participants in the Retro group that is sponsored by your industry association and administered by Approach.

Contact safetyvisit@approachms.com for more information.



Steve Heist
Safety Director
Approach Management Services