



COMPANY NAME: \_\_\_\_\_

Volume 45 Issue 45 November 7, 2022

## Securing Heavy Equipment

Excavators, backhoes, bulldozers, forklifts, and cranes are the backbone of the construction industry. Heavy equipment is important to the project schedule, and it's expensive. It makes sense to secure heavy equipment before you go home at the end of your shift.

You never know when thieves, vandals, or curious teens will find their way onto the jobsite and attempt to tamper with heavy equipment. Anyone who tries to operate a piece of heavy equipment without proper training can damage the equipment, damage property on or off the jobsite, cause injuries, or even kill someone. You prevent theft, vandalism, property damage, and harm to others when you take the time and effort to secure heavy equipment.

At the end of the day, think about the heavy equipment you're responsible for. Where will you park it? Do you need to lower booms or buckets? Is there a special procedure for shutting down? Think about manufacturer recommendations and company requirements.

### Here are some security recommendations:

- Post "No Trespassing" signs.
- Park in an area that is well-lit and that can be seen from the street. Light and visibility deter thieves, vandals, and mischievous teens.
- Don't park your rig under power lines. Never park on a hill. Avoid parking on soft ground or on soil that could erode if it rains.

- Some jobsites have specific parking plans that make it harder for thieves to steal small equipment (like pumps and skid steers). For instance, you could park large equipment in a circle with the small equipment in the center.
- Lower all attachments like buckets, digging arms, and auxiliary attachments. Lower crane booms.
- Turn off the ignition and auxiliary power sources. Release stored energy.
- Close all windows. Shut and lock the cab door. Secure access to tower crane masts. Take the keys to the jobsite trailer or another designated, secure place. Don't leave keys in the equipment or hidden nearby.
- If there is a fuel tank or fuel truck on the site, make sure that it is secured so thieves can't steal diesel fuel. Lock the nozzle in place, and lock the pump shut-off switch in the "off" position, so it can't run.
- Take a 360-degree walk around the equipment before you leave. Make sure you didn't miss anything. Then walk around the jobsite. Check that fencing is undamaged, gates are locked, and security lights are on.

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**SAFETY REMINDER**  
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**Report damaged or missing equipment to your supervisor and to the police right away.**

**NOTES:**

SPECIAL TOPICS /EMPLOYEE SAFETY RECOMMENDATIONS/NOTES:

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S.A.F.E. CARDS® PLANNED FOR THIS WEEK:

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REVIEWED SDS #

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**MEETING DOCUMENTATION:**

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*These instructions do not supersede local, state, or federal regulations.*



# Weekly Safety Meetings

Safety Training for the Construction Industry

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## Standard Subscription

COMPANY NAME: \_\_\_\_\_

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## Hot Work

Any activity or process that involves open flames or that generates sparks, heat, or electric arcs, is considered hot work. So, when you're cutting, welding, soldering, grinding, or even installing torch-applied roof systems, you're involved in hot work. When you take part in any of these activities, you must take action to prevent fires. It's important to recognize that even one stray spark could ignite a dangerous fire or cause a deadly explosion.

**Get a hot work permit.** Before you start hot work operations, your supervisor might ask you to fill out a hot work permit. You'll need to know all the details of the job including the date, the start and end times, the location, and the name of the responsible person. Most permits include a checklist that helps you identify and remove fire hazards in the hot work area. Filling out the permit will help you make a plan for fire prevention.

**Take action to prevent fires.** Even if you don't need a hot work permit, inspect the work area thoroughly. Before work begins, remove flammable liquids, dust, lint, oily rags, and other flammable or combustible materials from the area. Keep all combustible materials at least 35 feet away from the hot work. If combustibles can't be moved, you can protect them with a welding blanket, a welding pad, or something similar. Sweep floors clean. Keep a suitable fire extinguisher nearby. Check the area for holes in the walls and floors. Cover or block those holes so stray sparks can't find their way through a tiny opening and start a fire in a wall or on the floor below.

**Post a fire watch.** A fire watch is someone whose only job is to watch for fire and be ready to extinguish it and call the fire department. A fire watch should remain in place for at least 30 minutes after the hot work is finished. If the hot work is on a roof, the watch may have to stay in place for up to 2 hours. Whoever is on fire watch must know how to respond if a fire breaks out, how to use a fire extinguisher, and who to call for help. You might need more than one person on fire watch if one person can't see all of the hot work areas or if there are fire hazards on different floors.

**Protect yourself and others.** Wear the PPE you need for the hot work you're involved in. This may include eye and face protection, a hood, tinted glasses, gloves, gauntlets, and flame-resistant clothing. If you're arc welding, install welding screens around the work area so people passing by can't accidentally look at the arc. Tape your pockets shut. Don't cuff your pants; let them hang over your boots. This will prevent slag from dropping down into your boots and burning your ankles.

**Eliminate dangerous fumes and gases.** Make sure there is sufficient ventilation in the work area. If fumes and gases can accumulate in the area, use local exhaust ventilation to remove them.

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**SAFETY REMINDER**  
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**Don't risk doing a quick welding job in an area that's unsuitable for hot work. It could end in disaster.**

**NOTES:**

SPECIAL TOPICS /EMPLOYEE SAFETY RECOMMENDATIONS/NOTES:  
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# Weekly Safety Meetings

Safety Training for the Construction Industry

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## Standard Subscription

COMPANY NAME: \_\_\_\_\_

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## Good Housekeeping

A dirty, cluttered, or disorganized jobsite is dangerous. That's why it's important to keep the jobsite clean and sanitary by practicing good housekeeping. We know a clean jobsite is a safer and more productive jobsite. There are fewer falls, bumps, stumbles, and cuts. It's easier and quicker to find the tools and materials you need.

**Clean as you go.** When you work, you create scrap and debris. Pick up loose nails and screws. If you leave them on the ground, they can cause puncture wounds and falls. Round scrap lying on the floor, like dowel rods and conduit cutoffs, can cause bad falls and head injuries. Don't wait for the end of the day. Pick up and get rid of scrap and debris throughout your shift.

**Recycle and reuse what you can.** Prevent recyclables from ending up in a landfill. Many jobsites have recycling programs and even reuse programs. For instance, during renovation work, old doors, fixtures, and other building components can be sold or donated. Generally, put leftover parts and materials that are still usable back into bins and storage areas. Put recyclable scrap and other materials in the right recycling dumpster. Put waste that needs to go to the landfill into the garbage dumpster. After lunch, find recycling bins for soda cans, water bottles, and clean cardboard and paper.

**Focus on sanitation.** Help keep porta-potties clean. Let your supervisor know if they need attention or supplies. It's important to wash and sanitize your hands frequently,

especially after using the restroom. This will reduce your chances of catching or transmitting germs that can make us all sick. When you get water from the cooler, always dispense it from the spout. Never fill your cup by dipping it into the cooler. Always use a new cup.

**Keep vermin away.** Prevent infestations by getting rid of room and board for vermin. Clear away debris piles and dispose of your lunch wrappers, crumbs, and leftovers in containers with lids. An untidy jobsite can attract roaches, spiders, ants, bees, flies, rats, and raccoons. Once they've moved into your jobsite, insects and wild animals are hard to get rid of, and they can sting, bite, and spread disease.

**Consider the "good" of good housekeeping.** For instance, by designating walkways, paths, and storage areas, you make it easier to get around the jobsite. By keeping clutter, cords, and hoses off the floor, you reduce the chances that someone will trip, fall, and get a concussion. When you remove scrap from the jobsite and keep flammable liquids in proper storage containers, you're reducing fuel and accelerants that could make an accidental fire burn out of control. Good housekeeping generally decreases stress, increases morale, and helps you and others avoid accidents. Good housekeeping is good for everyone.

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**SAFETY REMINDER**  
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**If you're sick, stay home, rest, and recover.**

**NOTES:**

SPECIAL TOPICS /EMPLOYEE SAFETY RECOMMENDATIONS/NOTES:

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COMPANY NAME: \_\_\_\_\_

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## Aerial Lifts

Aerial lifts come in handy when you need to access elevated work areas. An aerial lift is a vehicle-mounted device that can lift a person on a platform or in a bucket, like an extendable boom platform, articulating boom platform, aerial ladder, or a vertical tower. The mobility and flexibility of aerial lifts make them a good alternative to ladders and scaffolding. However, when you use aerial lifts, you have to prevent potential accidents like falls, tipovers, collapses, electric shock, entanglements, struck-by injuries, and getting thrown out of the lift.

**Conduct a pre-start inspection before using an aerial lift.** Check the working condition of the lift itself. The manufacturer should supply a checklist that includes items for you to look at, such as fluid levels, tires, the battery, controls, the horn, lights, the back-up alarm, steering, brakes, and outriggers. Follow the checklist for your lift. Be thorough, and never operate a defective aerial lift.

**Control fall hazards:**

- Close access gates and openings.
- Stand on the floor of the bucket or lift platform. Don't climb on or lean over guardrails.
- Don't try to extend your reach by standing on the guardrails or on planks, ladders, boxes, or other items on the floor.
- When you're in a lift, wear a personal fall arrest system or a restraint system. Tie off to the boom or bucket, not to adjacent structures or poles.

**Prevent tipovers:**

- Set outriggers on pads or on solid, level surfaces.
- Set the brakes when outriggers are used.
- Use wheel chocks on sloped surfaces.

**Avoid contact with objects and prevent electric shock:**

- Watch out for overhead objects including beams, ceilings, cables, and power lines.
- Keep at least 10 feet away from power lines. Have the lines de-energized, if possible.

**Follow safe work practices:**

- Don't exceed the capacity of the lift.
- Don't drive with the lift platform raised.
- Don't operate lower-level controls unless you have permission from the worker in the lift.
- Don't operate an aerial lift in high winds.
- Never override safety devices.

**Inspect your work area** for problems that might make it more dangerous to operate the lift. Look for drop-offs, holes, ditches, unstable surfaces, ice, snow, and debris. Don't use the lift in an area where another piece of equipment could run into or entangle the lift. Create an exclusion zone around the lift to keep bystanders safe.

**SAFETY REMINDER**

**Last night's rain can affect ground stability today.**

**NOTES:**

SPECIAL TOPICS /EMPLOYEE SAFETY RECOMMENDATIONS/NOTES:

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