



DECEMBER 2015

## Protecting the Public

Unlike most other professions, construction work doesn't take place behind closed doors, in a private office, or at a desk. Construction work is very public. It occurs on city streets, sidewalks, roads, and bridges. Construction work is underway every day in single-family homes, around subdivisions, apartment buildings, shopping centers, schools, and high-rises. Additionally, construction work can take place during daylight, evening, and nighttime hours depending on the project. With all of these activities taking place in public areas around the clock, it is necessary that construction workers give consideration to protecting the public.

For the most part, the general public is unaware of the dangers and hazards present at a construction site. Your knowledge, foresight, and awareness can prevent a construction project from exposing the public to the dangers of construction work. There are many safeguards you can keep in mind to protect the public during construction operations and after hours.

Sidewalks and other areas used by the public should be kept free of trash, equipment, tools, materials, or substances that can present tripping or slipping hazards. When working above areas used by the public, keep tools and materials away from openings or edges; you can also use barricades or nets to prevent falling objects from harming the public. Make sure walkways near construction

sites are accessible, safe, and adequately illuminated. Guard the public from the dangers of cranes, suspended loads, and other equipment dangers. Post warning signs and place warning devices in areas where particular danger to the public exists. Be sure all signs are clearly visible.

After working hours, improperly secured materials, areas, and equipment can be dangerous to the public and curious children. Keep equipment and machinery guarded, barricaded, or secured to prevent contact with the public. Store hazardous materials and chemicals properly and safely. Use fences, barricades, or guards to prevent people from falling into excavations or openings. Post "No Smoking" signs near storage of flammable materials and fueling areas. Keep material piles neat and secure to prevent accidental movement. Before leaving work at the end of the day—especially if you are working in an occupied building—take a walk around the site to make sure occupants or passers-by are protected from the hazards created by the day's construction activities.

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**SAFETY REMINDER**  
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**Help prevent accidents and injuries to the public by making it easier for people to recognize and avoid potential hazards surrounding a construction site.**

**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 MSDS #

SUBJECT:

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**MEETING DOCUMENTATION:**

JOB NAME:

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SUPERVISOR:

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



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## Preparing For an Emergency

As September 11, 2001 taught us, no one can predict when emergencies will occur. It is essential to be prepared and know what to do if disaster strikes. You should learn how to prepare for and respond to potential emergencies including fire, severe weather, serious injuries, a catastrophic terrorist attack, or any disaster that separates you from family, groceries, or medical attention. You don't know where you'll be when an emergency arises, so planning is important at home, at work, and in your car.

Many employers have taken steps to develop comprehensive emergency response plans. No matter what construction site you're working on, you must familiarize yourself with the plan. Think about what you might do if you couldn't go home. Consider what would happen if a major event caused the city's communication system to fail. You may want to have a disaster supply kit at work. Keep it in a designated place, ready to go, in case you have to evacuate the area.

Meet with your family to discuss potential emergencies and how to respond. Post emergency telephone numbers and teach children how and when to call 911, police, or the fire department. Show family members how to shut off water, gas, and electricity. Talk about how you would stay in contact if you were separated during an emergency. Pick two emergency meeting places: one near your home and one

away from the immediate area in case access to your neighborhood is restricted.

During an emergency, roads may be closed due to road hazards or unsafe conditions caused by severe weather such as floods. Know at least one alternate route to and from work in case your primary access route changes abruptly. Keep a small emergency supply kit in your car in case you are stranded. Your car kit should contain tools, food, water, and clothes to protect you in severe weather. Be sure you always travel with jumper cables, flares, and a flashlight.

Preparing a disaster supply kit is an important part of every disaster plan. You'll need to prepare a different kit for your work, home, and car before disaster strikes. Your home kit should contain food, water, a first aid kit, flashlight, extra batteries, a battery-powered radio, a can opener, and supplies to last three days in case emergency services are unable to reach you. The best way to protect your family and your home is to be prepared for the unexpected.

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**SAFETY REMINDER**  
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**Take a first aid and CPR course in case it's up to you to save a life during an emergency.**

**NOTES:**

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## Electrical Hazards

In construction, electricity is part of the program. It can, however, be dangerous and even fatal if it is not handled properly. Every year hundreds of people are electrocuted in accidents involving voltages of less than 750 volts. Some of those fatalities, and many painful and disabling shocks, occur at 110 volts or less. We call on electricians when we have electrical problems or electrical questions. It is their job to see that the electrical system is set up properly and operating safely. It's also their job to make any changes or repairs that may be necessary.

Whether you are an electrician or not, in the real world you frequently end up in situations where electrical safety becomes your responsibility. Let's think about some potential electrical hazards you may find on a construction site.

Think about electric wires and junction boxes. Perhaps a wire nut is missing. Maybe an outlet is hanging out of a junction box and the contacts are exposed. Start by presuming that *all* wires are energized. Don't touch the wires or the contacts. If you have to work near them, get them covered or taped; or lock out the circuit by following the lockout/tagout procedure. Even if you don't have to work nearby, report the hazard to your supervisor.

If an electric tool or other piece of equipment doesn't start properly right away, stop trying to start it. Continuing to try to start the equipment could cause

damage, electrocution, or a fire. Faulty electrical tools, equipment, cords, etc., should be taken out of service and reported. Repairs should be made by a qualified electrician.

Electrical wiring and extension cords are not for hanging clothes, tool belts, shop lights, or anything else. Watch out for extension cords; don't run over them or pile things on them. When you move electrical equipment, don't drag the cords behind the machine. Move the cords separately or pick them up and put them on the machine during the move.

The physical conditions in which you are working can increase electrical hazards. The risk of shock and electrocution go up dramatically when your hands are wet or you are working in a wet environment. Only specially designed, explosion-proof tools should be used where flammable atmospheres exist.

Because we use electricity every day, we may begin to treat it casually. A casual attitude toward electrical safety is the starting point for accidents. Make it a habit to notice and correct electrical hazards and treat electricity with care.

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**SAFETY REMINDER**  
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**You wouldn't stick a fork into a toaster at home— treat electricity with the same respect at work.**

**NOTES:**

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# Weekly Safety Meetings **Select Edition**

Safety Training for the Construction Industry  
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## Extend Your Knowledge of Extension Cord Safety

As the name suggests, extension cords extend or expand our work area. They provide electricity for construction workers to run portable power tools and equipment where no permanent power sources are available. Extension cords are the umbilical cord of the construction industry. However, they also present tripping, fire, shock, and electrocution hazards when improperly used.

Keep these safety tips in mind when you use extension cords:

- ✓ Inspect extension cords before each use. They should be free from exposed wiring and any other damage.
- ✓ Never use a defective extension cord. Remove defective cords from service immediately.
- ✓ Use three-wire extension cords with a working grounding conductor.
- ✓ Look for a UL or FM label, which indicates that the cord design has been tested for safety hazards.
- ✓ Make sure cords are rated for hard or extra-hard usage.
- ✓ Ensure that the wire sizes of extension cords can handle the load without heating up.
- ✓ Do not overload extension cords by plugging too many tools into the same cord.
- ✓ Use a Ground Fault Circuit Interrupter (GFCI) when using extension cords outdoors.

- ✓ Never file or cut the plug blades or grounding pin of a cord so it can plug into a socket.
- ✓ Place extension cords in such a way as to prevent tripping hazards.
- ✓ Do not run extension cords through walls, ceilings, or floors.
- ✓ Never attach extension cords to any surface using nails or staples.
- ✓ Position extension cords away from areas where they may be damaged by vehicular or pedestrian traffic.
- ✓ Remember that extension cords are designed for temporary use.
- ✓ Unplug extension cords when they are not in use.

Choose the right cord, inspect it, run it carefully, and then put it away properly. You can avoid tripping, fire, shock, and electrocution hazards associated with extension cords by thinking carefully and then acting safely.

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**SAFETY REMINDER**  
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**Teach your children about the dangers of electricity.**  
**Cover unused outlets with safety covers to protect young children from shocks and electrocution.**

**NOTES:**

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