



SITE SAFETY MEETING - TOOL BOX TALK

Fall Hazards on the Job

Some fall hazards on the job are easy to see but others are not so obvious. Look around the job site to see if you can identify some of the hazards, they could range from an open unprotected excavation to poorly stored tools or materials to a floor opening without guardrails. These are examples of accidents waiting to happen. It is important that you protect yourself and others against falls on the job and this Tool Box Talk will only touch on a few of them.

It is everyone's responsibility to help identify potential fall hazards on the job. Report them to your supervisor and your supervisor will see that safety regulations are followed, protective measures are taken and the proper protective equipment is provided to you. It is then your responsibility to properly use and care for it.

Your specific work may not call for the use of all these protective systems or measures but it is important that you are familiar with them.

Guardrails must be used around open sided platforms and openings that are more than six feet above the next lower level. Guardrails must be located around stairwells, second story decks, openings or anywhere there is fall exposure. If a permanent guard rail, wall or other structure is to be constructed in the area it is likely that temporary guardrails are needed during construction phase.

Covers should be installed over open HVAC ducts, skylight, stairwells, fireplace or other openings during construction.

- Cover all open holes and provide barriers to protect workers from falls. Covers must be fastened down and capable of supporting twice the weight that could be placed on it by workers, equipment or materials.
- Protect openings deeper than two inches that could cause a trip or fall hazard.
- Properly mark hole openings with the appropriate warning. "Danger - Hole" "No-Step" etc.

Personal Fall Arrest Systems are harness and rope systems used for work on roofs or elevated areas. Before you get on the roof you need to make sure you have identified all the hazards. Working on a roof with a pitch greater than 8:12 or areas where the lowest ground to eave height is more than 25 feet requires will require fall protection measures. Some of the questions to ask:

- What is the slope of the roof and what kind of fall protection system is needed?
- Is there a fall protection system already in place on the roof?
- Be sure all fall protection equipment you use is checked out and in good working condition.

Some types of work such as trussing, wall erection, roof sheathing and floor joist installation, attic work, block and form foundation work and roof work require special training in safe work practices. If you need to work around any of these hazards you will need special training, if you don't have the training stay away from the hazard.

Falling Objects

Fall Protection includes keeping objects from falling as well as protecting yourself from falling objects.

- Wear your Hard Hat and other PPE as needed.

- Keep material and equipment at least 6 feet away from the edges of roof or decks.
- Install toe boards as needed on all floor and wall openings.

Good housekeeping helps make a jobsite safer. If trash is picked up and materials and tools stored properly there is less chance of tripping and falling or having something fall on workers from above. Your work habits can impact anyone who is on the jobsite. If we all work together we can reduce accidents and provide a safer work environment.

Refer to OSHA regulations regarding Fall Protection safeguards and equipment requirements.

Questions to start discussion

1. How do you protect yourself from fall hazards?
2. When should you install toe boards?
3. When you store materials on the roof, how far from the edge should they be?
4. What is the right way to protect a floor hole like a HVAC or stairwell opening?
5. When should you wear a hard hat on this job? Why?
6. What are some of the methods used to protect against other kinds of falls?
7. What are some fall hazards you see on the job today?

Base Material Source: National Association of Home Builders (NAHB) (4-1-06)

Meeting Notes:

Employee Comments / Concerns: _____

Other Safety issues to be addressed on the job:

Training Record: Date: _____ Jobsite: _____ By: _____ Title: _____

Employee Name	Emp #	Signature	Employee Name	Emp #	Signature
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Tool Box Talks are employee safety meetings designed to serve as 15 minute on-site training sessions focused on key topics relative to your work. Site superintendents or foremen are responsible for holding meetings each week usually during a morning break. This important segment of your general safety program encourages open discussion on the topic of the week and allows employees to share their experiences about accidents and safe or unsafe work practices. Recordkeeping is mandatory and all involved must sign off on each session.

Topics for your company could include: electrical safety, excavation and trenching safety, fall protection, scaffold safety, stairway and ladder safety, hazard communication, fire safety, personal protective equipment, tool safety, materials handling, etc.

Sample Tool Box Talks are provided compliments of the Safety Committee of **the Hartford County Homebuilders Association** in cooperation with the credited source of this Tool Box Talk.

Tool Box Safety Talks can be purchased from the National Association of Homebuilders 1-800 368-5242, www.nahb.com or may be available through your business insurance provider. For more information on Tool Box Talks contact the HBA office 860 563-4212.

BUILD SAFELY – THINK SAFETY