



SITE SAFETY MEETING - TOOL BOX TALK

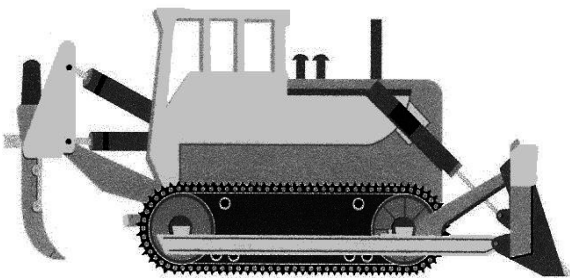
Backing Heavy Equipment *Safely*

Many construction equipment operations require the use of bi-directional equipment that can be driven both forward and backward. Backing up heavy equipment is always a risky business. Vehicles such as dump trucks, bulldozers, front end loaders, and concrete trucks have blind spots during backing.

When backing is absolutely necessary, certain precautions should always be observed. These are some of them:

- Walk around the equipment before starting work. Be sure you are familiar with the area.
- Keep non-essential equipment and people out of the area.
- Make sure that your mirrors are properly adjusted.
- Be sure that back up alarms, which are mandatory on all bi-directional equipment, are functional.
- Always keep the spotter in full view during dumping operations.
- Always be familiar with the limitations of the equipment.

The idea is to be sure that everyone watches out for his or her own safety. Problems develop when someone forgets this! Thousands of pounds of construction equipment are not forgiving when they make contact with the human body. As an equipment operator, you have the responsibility to use this power with wisdom and care.



The professional equipment operator never assumes the path is clear unless it can be seen or unless a guide can verify that it is clear.

IMPORTANT NOTE: Whenever excavating or grading it is the operator's responsibility to be certain that *CALL BEFORE YOU DIG* has been notified within the last 30 days and that your work area has been clearly marked out for underground utilities. No mark out? No Dig. It's the Law.

Questions to start discussion

1. What is one of the first things that an operator should do before starting the work?
2. What are some of the safety checks and adjustments done by the operator before starting work?
3. When operating heavy equipment what is important for operators to do to ensure safety of other workers, visitors and property?
4. What does the Law you require be done on every excavation or grading job before start?

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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
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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. For more information on Tool Box Talks contact The HBA office 860 563-4212. *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.

BUILD SAFELY – THINK SAFETY