

TOOL BOX TALKS

Construction General Safety Rules

The safety rules listed below are guidelines for safety procedures which should assist in preventing accidents or injuries while on the construction job site.

Jobsite General Safety Rules

- Wear your seat belts when driving on company business.
- Wear seat belts when operating machines or forklifts.
- Riders in vehicles must wear seat belts.
- Do not operate vehicles or machines when fatigued or very tired.
- Report to work free from the aftereffects of drugs or alcohol.
- Report maintenance needs or hazards before the end of your work shift.
- Report incidents or injuries in writing immediately.
- Know the jobsite severe weather plan.
- Clean up spills of liquid and water that could cause a slip or fall.
- Pick up trip hazards once discovered.
- Horseplay is prohibited.
- Do not run.
- Wear hearing protection in noisy areas.
- Wear eye protection whenever exposed to flying objects.
- Get help to team lift heavy objects.
- To prevent ejection and entrapment wear seatbelt on all equipment with ROPS.
- Perform a safety walk-around prior to moving vehicles or machines on the jobsite.
- Inspect construction machines and tools for hazards or maintenance concerns before use.
- Wear proper safety footwear when on a jobsite.
- Do not run.
- Wear an approved hard hat when working on construction jobsites.
- Wear eye and face protection when using power or hand tools or when near flying objects.
- Wear a reflective, high-visibility vest when working near traffic or construction machines.
- Stay ten feet away from overhead entrances and power lines.
- Scan for overhead power lines before raising ladders, dump beds, or booms.
- Do not work underneath raised loads.
- If exposed to a fall you must be protected by guardrails, safety net or personal fall arrest system.
- Use three-point contact when climbing ladders.
- Do not overreach when working from ladders.
- Secure ladders to prevent tipover or kickout.
- Do not use the top two rungs of step ladders.
- Do not enter confined spaces – even new construction confined spaces – without training

Work **SAFE**

Smart, Accident-Free Environments

- Do not jump from equipment or trucks.
- Use three-point contact when mounting or dismounting trucks or machines. Do not jump.
- Workers must be protected by trench sloping, shoring or shielding.
- Never raise workers in the bucket of loaders, skid-steers or excavators.
- Operators must look behind machines before backing.
- Drivers must get out and look or use a spotter before backing.
- Never climb into dumpsters to “compress” or dig by hand through jobsite waste.

Excavation Safety Rules

- Stay a minimum of 10 feet away from overhead power lines.
- Always locate underground utilities before work.
- Equipment operators and drivers must use three-point contact when entering /exiting cabs.
- Never jump from cabs or steps of machines.
- Stay aware of your surroundings and must stay out from in-between vehicles & machinery.
- Excavations and trenches must be inspected for hazards on a daily basis by a competent person.
- Do not enter or remain in an unsafe trench.
- Drivers and equipment operators shall perform safety checks before each day.
- Wear personal protective equipment, hard hat, high-visibility vest, eye protection, and safety footwear on the job.
- Drivers and operators must use safe backing techniques whenever vehicles reverse direction.
- Never lift anyone in the bucket, on the forks, in slings or on the headache ball.

authorization, and proper air monitoring and confined space permits.

Roofing Safety Rules

- Prior to work, inspect roofs for weak or unsafe areas that can cause injuries to rooftop workers.
- Prevent employees and pedestrians from entering areas beneath workers, tools or materials.
- Wear safety footwear when on the jobsite.
- Extend the top of extension ladders three feet above the landing edge and secure.
- Do not overload ladders and use three-point contact when climbing or descending ladders.
- Do not use aluminum ladders near electrical hazards.
- Use personal fall arrest systems when working on pitched roofs of 4:12 or higher.
- Inspect fall arrest harnesses, lanyards and anchorages daily.
- Fall arrest anchorages must support a 5,000-pound static load.
- Clean up slip and trip hazards on the rooftop.
- Keep unused, excess tools, hoses, cords or supplies out of the work area.
- Have a fire extinguisher in the immediate area of the kettle.
- Wear protective clothing, face and eye protection when loading or working with the kettle.
- To minimize back-over incidents, avoid backing machines.
- Park machines to minimize backing.
- Never perform maintenance or work beneath raised buckets or blades.



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- Use guardrails or warning lines on low-slope or flat roofs under 4:12 pitch.
- Warning lines must be set in 6' from the roof edge and must not sag.
- Do not bypass safety devices provided on air-actuated tools.
- To prevent sudden drop, block and brace elevated booms, buckets or blades when working below.
- Remove objects on the floor that could obstruct foot pedals.
- A charged ABC dry-chemical fire extinguisher must be present on earthmoving machines.

Earthmoving Equipment General Safety Rules

- Do not perform maintenance on any earthmoving machine unless trained and authorized.
- Turn off, lock out and tag earthmoving machines before performing service.
- Workers driving for the company or on company business must wear seat belts.
- Never allow riders that are not secured in a seat belt.
- To prevent shoulder injuries use three-point contact when mounting and dismounting equipment.
- To prevent knee, foot and back injuries, jumping from earthmoving equipment is prohibited.
- Perform a written inspection of earthmoving machines before beginning work each day.
- Never lift workers in the bucket or on booms or blades.
- Workers operating machines equipped with rollover protective structures and seat belts are required to wear seat belts.
- Look behind the machine before backing.
- Horns and backup alarms must function.
- Emergency stops must function correctly.
- Back slowly at walking speed.
- Mirrors must not be damaged. Clean and adjust mirrors and machine glass daily.

Masonry General Safety Rules

- To protect the foot from injury, wear safety footwear when on the jobsite.
- Wear eye protection when using saws or striking tools.
- Masonry employees must wear hard hats.
- To protect the hands from injury wear gloves when handling tools or supplies.
- Respiratory protection is required when employees are exposed to masonry dusts.
- Wet saw blocks and concrete to minimize exposure to silica.
- Do not remove guards or shields from hand tools or machines.
- When using scaffolding over ten feet in height, workers must be protected from falls.
- Do not climb cross braces.
- Do not climb end frames unless they are equipped with a proper ladder attachment.
- Workers must use ladders to access platforms.
- Do not remove ground connectors from extension cords.
- Stay ten feet away from overhead entrances and power lines.



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- Scaffold over ten feet in height, including each end, must be fully protected with guardrails.
- Scaffolds must be plumb, level and set up on screw jacks and proper base.
- When workers cannot be protected by guardrails, use a personal fall arrest system.
- Scaffolds must be inspected daily by a trained and experienced competent person.
- Do not overload scaffolds or scaffold planks.
- All-terrain forklift operators must be trained and authorized.
- All-terrain forklift operators must wear seat belts.
- To protect from falling objects, do not allow pedestrians or employees directly beneath a mason's scaffold.
- Gasoline-powered tools must be fueled cold and store gasoline in steel safety cans.
- Stay a minimum of ten feet away from overhead electrical hazards.
- Cap all rebar with approved square rebar safety caps.
- Employees must not work underneath raised loads
- Do not bypass or remove power or table saw guards. Keep all body parts out of the saw's line of fire.
- Workers exposed to fall hazards over 6 feet must be protected by guardrails, safety net or personal fall arrest system.
- Prevent falls by using a personal fall arrest system, work from ladders or properly constructed scaffold when setting trusses.
- Do not use the top two rungs of step ladders and secure extension ladders to prevent kickout or tipover.
- Do not overreach when using ladders.

Carpentry General Safety Rules

- Never bypass or remove safety devices provided on saws or pneumatic tools.
- Wear proper safety footwear when on a jobsite and do not run.
- Wear an approved hard hat when working.
- Wear eye and face protection when using power or hand tools or when near flying objects.
- Scan for overhead power lines before working.
- Extension cords must be in like-new condition and use a GFCI when using electric tools near wet or damp areas.



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