

Every construction site, no matter how large or complex can be a dangerous place to work. Often, they are home to large pieces of heavy equipment, tools, materials and excavations. Those who work on construction sites must receive training to work in this environment but an owner, or supervisor, is also ultimately responsible for reducing the risks so far as is reasonably practicable. This responsibility extends to public safety as well.

### Site Access During Construction

Upon arrival at the jobsite, a hazard assessment should be conducted. Aside from the hazards that may affect workers, consider those hazards that could harm the public. One of the best ways to ensure the public is not in harm's way during construction is to set a boundary. A fence can help to prevent people from entering the site and prevent objects from escaping and harming those passing by the jobsite. Keep in mind, once the fence is up, it is just as important to maintain it.

There are many different types of fence and not every type will suit every jobsite. Following are some things to consider:

- ✘ The volume and type of site visitors
- ✘ The type of construction work
- ✘ Population of the area
- ✘ Location of the building and its proximity to other buildings
- ✘ Existing boundaries

### What Are The Hazards

**Falling Objects** - can anything fall from heights on the jobsite? Ensure objects and materials are secured and netting and toe boards are installed on scaffold when required.

**Scaffolding** - scaffold is used for many reasons and it is important to ensure that whatever the reason, the public is not within close proximity during the construction or dismantling of scaffold.

**Vehicles** - traffic control plans are required for workers when they are at risk of vehicular traffic. It is important to consider how traffic entering and leaving a site will effect pedestrians. Another factor is, will the work force pedestrians onto the street due to closure of the sidewalk?

**Storage of materials** - ensure that all materials for the job are stored inside the fence. Any materials stored and stacked outside of the fence pose a danger to pedestrians that are unaware of the tipping risk or possibility of tripping over material.

Openings - stairwells, manholes and excavations pose a serious hazard to worker and pedestrian alike when unprotected. For legislation visit: [www.saskatchewan.ca/business/safety-in-the-workplace](http://www.saskatchewan.ca/business/safety-in-the-workplace)



### Vulnerable Groups

Children, the elderly and people with certain disabilities may need special attention. Construction sites such as schools and hospitals need careful planning and thought.

Children tend to be drawn to construction sites as they look like exciting places to play. It is critical to do everything possible to keep them out of the site and away from danger.

Some best practices to follow would be to:

- ✘ Secure sites adequately when finishing work for the day.
- ✘ Fence off excavations and ensure secure covers for open holes
- ✘ Immobilize heavy equipment and if possible lock them in a compound
- ✘ Store building materials (manhole rings, pipes, bags of cement etc) so they cannot topple and roll over.
- ✘ Remove all access ladders from excavations, scaffolds and rooftops

Not all construction sites are the same and have a varying level of danger. It is crucial that a hazard assessment is conducted and a program to control hazards is established. This will ensure the safety of all employees and pedestrians.

# Tool Box Talk

## How To Use This Resource

When accidents and incidents happen on the jobsite, we are always quick to point the finger at lack of training, not following practices or procedures, or even improper supervision. The idea that the hazards and dangers associated with the job were not properly communicated to all of the workers is often missed.

Tool Box Talks can go by many names, and although formats may vary, these meetings all serve one purpose: to inform employees and contract workers. Tool Box Talks are short, informal, meetings between management and the workers on a jobsite. The goal of these meetings is to reinforce current safe job procedures, inform workers of new and/or relevant procedures, review recent safety violations/incidents, and ensure workers are up-to-date on the information required to complete their work safely.

Always use a Tool Box Talk form to record the meeting topic, date, who was in attendance, and any follow-up actions to be taken. Not only do these forms help with consistency of record keeping, but they also ensure that nothing is missed. At the end of the meeting have management sign off on the form.

One of the most important aspects of a Tool Box Talk is giving workers an opportunity to voice their concerns and ask questions. All employees have a right to participate in health and safety as it relates to their work and it is the supervisor or manager's responsibility to create an environment for them to do so. Once the meeting is over, and the form is filled out, it should be filed with other documented Tool Box Talks. Remember that Tool Box Talks are short and informal, they are not meant to be intimidating. Use the opportunity to have fun and stay on top of what is necessary to keep safety culture a strong part of the business.



**For a full listing of Tool Box Talk topics, visit: [www.scsaonline.ca/resources/tool-box-talks](http://www.scsaonline.ca/resources/tool-box-talks)**

**For a copy of the Tool Box Talk form, visit: [www.scsaonline.ca/pdf/Tool\\_Box\\_Meeting.pdf](http://www.scsaonline.ca/pdf/Tool_Box_Meeting.pdf)**

## ABOUT THE SASKATCHEWAN CONSTRUCTION SAFETY ASSOCIATION

*The Saskatchewan Construction Safety Association (SCSA) is an industry-funded, membership-based, non-profit organization that provides cost-effective, accessible safety training and advice to employers and employees in the construction industry throughout the province to reduce the human and financial losses associated with injuries. Registered March 20, 1995, the SCSA is, and has been since inception, committed to injury prevention. Serving almost 10,000 member companies with business offices in both Regina and Saskatoon, the major business units of the association are Advisory Services, Business Development, Corporate Services, Program Services and Training. The mission of the SCSA is constructing safety leadership in Saskatchewan and the vision is to create the safest construction environment in Canada.*