



Safety Tailgate Meeting | Week of April 30th, 2018

Project Name: _____

Job Number: _____

☐ Sheet Metal ☐ Piping ☐ Plumbing ☐ Start-Up

GF/Foremen: _____

Discussion Leader: _____

Date of Meeting: _____

Danger of Falling Objects

Falling object accidents occur so frequently that they pose a daily threat to your future and well-being - it's shocking but true! There are more than 50,000 "struck by falling object" OSHA recordables every year in the United States, according to the Bureau of Labor Statistics. Most of these accidents were preventable.

- Remember, any tool or a material that is used overhead and is not secured has the potential of becoming a falling object. Unfortunately for anyone below, when an object falls, it gains speed and impact force (e.g., a 10 pound tool that falls just 10 feet will hit the victim with an impact force of 100 pounds).
- Most falling object accidents are caused by human error. Either someone above was careless or someone below was not paying attention to overhead activities. Your occupation can quickly put you into either category.
- Always wear your hard hat while working, and never carry or wear anything inside of your hard hat between the suspension and the shell. When all of the force is concentrated in one spot, as it is without the use of a hard hat, injuries from falling objects can be debilitating and potentially fatal.
- If you're working overhead, take time to flag-off a "Danger Zone" area below. Next, take only the tools and equipment necessary to accomplish the job. Always keep overhead tools, equipment, and materials secure to prevent them from rolling, sliding, vibrating, blowing, or being kicked off or pulled down by extension cords, hoses, ropes, cables, etc.
- Never carry tools or materials in your hands while ascending or descending a ladder; raise or lower them with a hand line instead. When you pull on a hand line, be sure to stand clear of the loaded materials and tools. Keep an eye on the load as it goes up.
- Look up frequently to avoid becoming the target of falling objects.
- While the most obvious person at risk when objects are dropped is the one underneath, the worker using the tool also can be at risk, as his knee-jerk reaction may be to catch or go after the falling object, which could cause him to lose his balance and fall.

Safety Comments/Suggestions for this Project: _____

Print Name & Clock #		Print Name & Clock #		Print Name & Clock #	
1	_____	7	_____	13	_____
2	_____	8	_____	14	_____
3	_____	9	_____	15	_____
4	_____	10	_____	16	_____
5	_____	11	_____	17	_____
6	_____	12	_____	18	_____

Foreman's Name & Clock #: _____



Audited by:
Date:

PRE TASK PLAN

Project Name: _____

Job Number: _____

Sheet Metal Piping Plumbing Service

GF/Foreman: _____

Pre-Task Plan Prepared By: _____

Date: _____

Project Safety Contact: _____

Safety Contact Phone Number: _____

1. Required PPE	Hazards	Safe Plan of Action (SPA)
Hard hat Face shield Goggles Safety glasses Goggles	Material Handling	Inspected movement path Floor Plating (pinch / back) Awkward size/shape/CG Laydown area established Identified moving equipment Hand protection required Hand / body positions to avoid injury Spotter Debris Removal plan Wheels Chocked
Gloves: Leather Kevlar / Cut resistant Solvent Acid Arm sleeves Fire resistant		
Boots Steel - toe Toe covers Ear Plugs / Ear muffs Safety Vest Chemical Resistant suit / apron / tyvek suit Respirator Fire Resistant	Slips, Trips, Falls	Inspect for trip / slip hazards Tools & material properly stored Area clean / clear of debris Electrical / emergency equipment clear Hazards marked
2. Fall Protection Ladder inspection completed Retractable Device Required Inspected Fall Protection Equipment Shock Absorbing Lanyard Required Horizontal Lifeline System Required Anchorage Point Identified Fall Clearance Distance Adequate Fall Rescue / Retrieval Plan Set Up	Hand & Power Tools	Reviewed safety requirements GFCI in use Identified PPE required Routed cord overhead or taped / barricaded Guarding OK Inspected condition Inspected electrical cord
	Chemical Hazards	Area inspected for potential chemical hazard Identify PPE for highest recognized hazard (see left side) Reviewed Decon / Disposal or storage procedures Reviewed contingency plan and equipment is on hand MSDS Sheet available
	Non-Electrical Hot Work	Fire Extinguishers Fire watch Install weld / spark screens Combustible material removed / protected Adequate ventilation
	Crane or other Lifting Equipment	Lifting / Rigging equipment inspected Overhead utility clearance verified Tag lines in use Signalman assigned Areas barricaded
3. Task Specific Work Plans Lifting Plan (required for greater than 50 lbs.) Floor / Wall penetrations Lock Out / Tag Out Procedures	Barricades	Yellow (Caution) Barricade tape Rigid barricade required / secured to floor Barricade signage Travel paths barricaded / cones to protect foot traffic Red (Danger) Barricade tape (label barricade) Emergency egress clearly marked
	Weather	Review plans for weather including heat / wind / moisture Cool down periods Sun Screen Heat Stress symptoms Liquids available
4. Required Work Permits Hot Work (Non-Electrical) Confined Space Excavation Energized Electrical Work (EEW) Critical Lift (Crane) Scaffolds	Crew Congestion or Impact to occupants	Public Protection, Explain: Inspected areas for potential impacts to other crews / customers Coordinated with adjacent work supervisor / customer Traffic barricades
	Safety Huddle Topics:	<input type="checkbox"/> Monday: _____ <input type="checkbox"/> Tuesday: _____ <input type="checkbox"/> Wednesday: _____ <input type="checkbox"/> Thursday: _____ <input type="checkbox"/> Friday: _____
Construction Activity (In Sequence)	Hazards Identified	Corrective Actions Taken
Crew Sign-in (PLEASE PRINT NAME & Clock Number):		
1. _____	6. _____	11. _____
2. _____	7. _____	12. _____
3. _____	8. _____	13. _____
4. _____	9. _____	14. _____
5. _____	10. _____	15. _____
Daily Initials:		
Monday	_____	
Tuesday	_____	
Wednesday	_____	
Thursday	_____	
Friday	_____	

IF WORK CONDITIONS CHANGE, PRE-TASK PLAN NEEDS TO BE UPDATED ASAP