

## Work Site Safety Tips

<p><b>Personal Protection</b></p> <ul style="list-style-type: none"> <li>• Hard hat</li> <li>• Safety glasses</li> <li>• Dust mask</li> <li>• Clothing for easy bending but not loose enough to get caught in moving tools</li> <li>• Use proper body mechanics and get a partner to help lift</li> <li>• Keep an eye on your load and turn with caution if carrying a long object such as a board</li> <li>• No running</li> <li>• Know location of water, first aid kit, fire extinguisher, and telephone/cell phone</li> <li>• Do not work alone</li> </ul> <p><b>Housekeeping for Safety</b></p> <ul style="list-style-type: none"> <li>• Proper storage of flammables</li> <li>• Keep entire work site free of debris &amp; spilled liquids—excess tools, small pieces of material, sawdust, mud, banding and packing materials, and power cords should be removed as fast as possible when no longer needed</li> <li>• Remove nails from scrap lumber</li> <li>• Electrical cords untangled and in good repair</li> <li>• Build protective barriers around openings</li> <li>• Barricade drop areas when dropping materials to the ground</li> <li>• Stack unused lumber and other materials neatly out of the way of workers</li> <li>• Minimize carrying distances</li> </ul>	<p><b>Hand and Power Tools</b></p> <ul style="list-style-type: none"> <li>• Wear safety glasses when operating power tools and nailing</li> <li>• Wear hearing protection when operating saws</li> <li>• Ask for instruction and practice until you can know how to use a tool</li> <li>• Make sure tool is in good condition</li> <li>• Don't bind the blade of any saw</li> <li>• Don't overreach with any tool</li> <li>• Use a good body position so as not to be struck with the tool or flying chips</li> <li>• Disconnect power before moving a tool, making adjustments, or changing pieces like bits or blades</li> <li>• Do not use the cord to life or lower a power tool</li> <li>• Do not fasten extension cords with staples, nails, or suspend by wire</li> <li>• Never hold work in your hands. Place work on a firm surface</li> </ul> <p><b>Siding</b></p> <ul style="list-style-type: none"> <li>• Minimize carrying distances</li> <li>• Remove nails from scrap and discard properly</li> <li>• Use proper hand tools</li> </ul> <p><b>Landscaping</b></p> <ul style="list-style-type: none"> <li>• Use proper tools in good condition</li> <li>• Do not over lift, place supplies close and get help if needed</li> <li>• Know location of underground utilities before digging</li> </ul>	<p><b>Ladders &amp; Scaffolding</b></p> <ul style="list-style-type: none"> <li>• Inspect before use</li> <li>• Use for the purpose intended, not for skids, braces, or work benches</li> <li>• Use proper size for the job</li> <li>• Always set up equipment as designed, make sure all latches and other mechanisms are properly engaged</li> <li>• <b>Do not</b> place tools or materials on steps or platform</li> <li>• Use proper angle and secure non-self-supporting ladders</li> <li>• Extend top of ladder beyond the supporting object at least 3 feet when used as access to an elevated work area</li> <li>• Overlap extension ladders at least 3 rungs</li> <li>• Keep body near middle of the ladder - avoid leaning off the edge</li> <li>• Do not step on the top rung or platform of a ladder</li> <li>• Do not carry anything that will prevent holding on with both hands; use a tool belt or bag</li> <li>• One person at a time on ladder</li> <li>• If necessary to place a ladder in or over a doorway, barricade the door</li> <li>• Do not use metal ladders near an electrical exposure</li> <li>• Know how to set up scaffolding properly or get instruction and help</li> <li>• Know safe working loads for scaffold and work within those limits</li> <li>• Do not allow tools, material, debris to accumulate on scaffold; barricade drop area when cleaning</li> </ul>	<p><b>Rough-In Carpentry</b></p> <ul style="list-style-type: none"> <li>• Always wear a hard hat during framing stage. Watch for materials falling from above</li> <li>• Watch your footing</li> <li>• Cover stair openings</li> <li>• Never step backwards on a roof</li> <li>• Get instruction for each task and make sure there are enough people to do it safely</li> <li>• Make sure walls, etc are fully supported until braced</li> <li>• Make sure people are not working below other workers</li> </ul> <p><b>Insulation &amp; Drywall</b></p> <ul style="list-style-type: none"> <li>• Utility knives—use sharp, good blades</li> <li>• Keep hands safely away from blades, retract when not in immediate use</li> <li>• When working with insulation, wear sturdy, loose, long-sleeved clothing, gloves and safety goggles, face mask, and a hat</li> <li>• If particles get on skin, do not scratch. Shower as soon as possible</li> <li>• Stack drywall materials so that they are stable and secure</li> <li>• Never pull a drywall stack away from the wall, as drywall is very heavy</li> <li>• Use safety goggles, face masks for drywall dust</li> </ul>
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