

SAFETY MEETING TOPIC

This form shall be completed and kept on file

Job Name _____ Location _____ Job No. _____
Meeting Leader _____ Title _____
Date Held _____ Place _____ Time _____
Subject of Meeting FALLS

Every year about 100,000 people die as a result of accidents in America. Of these about 20,000 die as a result of falling. Some have fallen from 30 feet or more, others from about 10 feet or less while many fall at the level on which they were walking.

Some falls are caused by tripping over objects left lying on the floor, on stairs or perhaps on a scaffold. Don't leave things lying around. Put tools and materials safely out of the way. Dispose of waste paper, cartons, scrap lumber and any other debris promptly. Do not allow it to accumulate where it will be a tripping hazard. This is just good common sense housekeeping. It will create a safer workplace for you and your co-workers.

When using a step ladder, make sure it is of suitable length and strength classification to support your weight. Check the rungs, etc., and its stability before going up. Be sure the feet are spread to the maximum. If using a straight ladder, the feet should be back 1' horizontally from the top of the ladder for every 4' of height. Thus, for a 20' long ladder the feet should be back 5'. Remember the $\frac{1}{4}$ rule.

For both ladders and scaffolds, check that they are on a secure, stable surface. When on either, don't reach too far out.

When working on a ladder or scaffold that does not have guard rails and toe boards and the workers feet are six feet or more above the ground or floor surface, a safety harness must be used.

On scaffolds the guardrails and toe boards should be firmly attached.

On stairs, don't run. Always use the handrails.

When going up or down a ladder, face the ladder.

On icy or wet surfaces, use extra care. When possible, icy surfaces should have sand spread on it and liquids should be removed to avoid slips and falls.

STAY ALERT. WATCH WHERE YOU ARE GOING AT ALL TIMES.