

TOOLBOX TALK 6/60

DATE:

TOPIC: SAFETY RULES

OBJECTIVE: TO ENSURE WORKERS UNDERSTAND BASIC SAFETY RULES



Easiest way to conduct and document your safety meetings!

→ Some things to know before you give your talk:



Here are some “hot tips” to discuss with your crew. Get familiar with them and be ready to answer your crew’s questions.

- Know your job and follow instructions
- Use the right tools
- Keep your work area clean and orderly
- Use personal protective equipment
- Handle material safely and know your lifting limits
- Use ladders and scaffolds correctly
- Watch out for moving equipment and only operate it if authorised
- Dress for the job and again, wear all required personal protective equipment
- Always wear a seat belt when in a vehicle
- Know where to get first aid and report all accidents
- Know your Golden Rules

→ Questions you can use to get them talking:

- ? How many more safety rules can we list?
- ? Why are safety rules necessary?
- ? What should be done with those who violate safety rules?

→ Golden Rules:



CONFINED SPACES

Are you aware of the risks and are you in possession of an authorised entry permit?



WORKING AT HEIGHTS

Do you have sufficient protection from falling?



ENERGY AND MACHINERY ISOLATION

Have you isolated, locked out where appropriate, and taken all of the necessary precautions before commencing work?



VEHICLE SAFETY

Is your vehicle in a safe condition and are your passengers or load safe?



GENERAL SAFETY

Does your working environment pose a risk to you or other people?



LIFTING AND MATERIAL HANDLING

Is it safe to lift or handle the load and are you using the correct equipment?

