



Safety Pages

September, 2017

Safety Pages:

| | |
|---|----------|
| Personal Protective Equipment | P. 2-3 |
| Trailer Towing Safety | P. 4-5 |
| Office Safety | P. 6-7 |
| Driver Safety #2 - Back to School | P. 8-9 |
| HBA Safety Training Schedule - 2017 | P. 10 |
| What Happened? Safety Notes | P. 11-12 |

Remember if you have any safety suggestions, questions or concerns please let us know. In addition, if you have a safety topic that you would like covered in a Safety Page for training purposes let us know and we will develop one.

Topics to our inventory of monthly Safety Pages are continually being added.



The OHBA/SAIF Safety Pages are an ongoing series of pages, designed to provide a selection of safety topics each month to OHBA members. Please use these pages to add to (or start) either a Safety Committee file or manual for your company. Some of the Safety Pages will be on general topics and others will be for Owner/Supervisors. The Owner/Supervisor Safety Pages will be on topics based more on compliance or suggested management safety practices.

IMPORTANT NOTICE OF RESPONSIBILITY

The Oregon Home Builders Association Safety Committee's purpose is to provide safety guidelines, information and resources to help our members work more safely and reduce jobsite accidents. Full and active monthly participation in safety meetings using the OHBA Safety Committee's agendas, topics and checklists will only meet safety committee requirements. It remains your responsibility to comply with all aspects of safety rules and regulations.

David Davidson, Oregon Home Builders Association, Safety Consultant

2075 Madrona Ave. SE STE. 150, Salem, Oregon 97302 541.971.6669 cell 503.362.5120 fax www.oregonhba.com

Personal Protective Equipment

OHBA Safety Pages

The major types of personal protective equipment (PPE) are head, eye, face, hearing, respiratory, foot and hand protection. According to the OR-OSHA rules, the “employer must assess the workplace to determine if hazards are present, or are likely to be present, which necessitate the use of personal protective equipment (PPE) or other protective equipment. If such hazards are present, or likely to be present, the employer must select, and have each affected employee use the types of PPE that will protect the affected employee from the hazards identified in the hazard assessment.” An employer cannot simply make PPE available and let employees choose whether or not to wear it. You must require the proper equipment be worn whenever there is exposure to hazards that were identified in the hazard assessment. The following list describes the major types of PPE. Make sure that you have enough equipment to protect all employees.

HEAD PROTECTION: Proper head protection must be worn whenever there is the exposure to head injury from impact or from falling or flying objects. Typical situations that would require head protection include the threat of accidentally dropped materials or equipment when employees work below other workers. Employees working beneath cranes that are moving material should also wear head protection. **OSHA Rule: Division 3, Subdivision E, 1926.100.**

EYE AND FACE PROTECTION: Eye protection, in the form of safety glasses or goggles, needs to be worn whenever there is the danger of flying objects that could get in the eye. Face protection, in the form of face shields, needs to be worn when there is a need to protect the entire face against flying sparks, liquid chemical products and debris. Many eye injuries occur when workers use saws without the required protection, so make sure that all employees have safety glasses or face shields and are wearing them when needed. **OSHA Rule: Division 3, Subdivision E, 1926.102.**

HEARING PROTECTION: Hearing protection, such as earplugs or earmuffs, must be worn whenever there is exposure to loud noises such as power saws and other loud equipment. While exposure to loud noises may not result in an immediate injury, years of exposure can lead to hearing loss. It's not worth losing your hearing when you can protect yourself with inexpensive earplugs. **OSHA Rule: Division 3, Subdivision E, 1926.101. Also Subdivision D, Occupational noise exposure, 1926.52.**

RESPIRATORY PROTECTION: Respirators or dust masks need to be worn when there is exposure to harmful dust, gasses or fumes. Dust masks offer good protection against the dust created by sanding operations. Some chemicals, however, create hazardous gasses or fumes that require the protection of respirators. If you are using respirators, be aware that the OR-OSHA code has additional requirements and rules that you must follow. **OSHA Rule: Division 3, Subdivision E, 1926.103.**

FOOT PROTECTION: Be sure that all employees have the proper type of foot protection for the work that they are doing. While a finish carpenter might not need anything more than tennis shoes, workers who are involved in the framing of the house need foot protection against nails and falling materials. **OSHA Rule: Division 2, Subdivision I, 1910.136.**

FALL PROTECTION: Fall protection is required when workers are exposed to a hazard of falling 6 feet or more to a lower level. The employer must ensure that fall protection systems are provided, installed, and implemented. **OSHA Rule: Division 3, Subdivision M, 1926.500 & OAR: 437-003-1501**

HIGH VISIBILITY GARMENTS: High visibility vests or similar type clothing is required to protect workers from street or highway traffic, either on existing streets or highways or when working in construction work zones along streets or highways. **OR-OSHA Rule: OAR 437-002-0128.**

Employers must also maintain a regular system of inspections and maintenance of personal protective equipment. The equipment must be kept clean and sanitary, and should be inspected by each worker at the beginning of his/her shift.



regulations or standards. The Members

The information we provide is not intended to include all possible safety measures and controls. In addition, the safety information we provide does not relieve the Members of its own duties and obligations with regard to safety concerns, nor does Oregon Home Builders Association guarantee to the Members or others that the Member's property, job sites and/or operations are safe, healthful, or in compliance with applicable laws, regulations or standards. The Members remain responsible for their own operations, safety practices and procedures and should consult with legal counsel as they deem appropriate.

SAFETY PAGE MEETING GUIDE

Topic: Personal Protective Equipment

Project Name: _____ Location: _____

Employer: _____ Supervisor: _____

Date: _____ Time: _____ Shift: _____

Number in crew: _____ Number attending: _____

Safety or Health issues discussed. Include recent accident investigations and hazards involving tools, equipment, the work environment, work practices and any Safety or Health recommendations:

Follow up on recommendations from last safety meeting:

Record of those attending:

| Name: (please print) | Signature: | Company: |
|----------------------|------------|----------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |
| 11. | | |
| 12. | | |

Supervisor's remarks: _____

Supervisor: _____
(Signature)

Trailer Towing Safety

Before driving, make sure your vehicle maintenance and trailer maintenance are current. This is very important because towing puts additional stress on the tow vehicle.

- ✓ Check and correct tire pressure on the tow vehicle and trailer.
- ✓ Make sure the wheel lug nuts/bolts on the tow vehicle and trailer are tightened to the correct torque.
- ✓ Be sure the hitch, coupler, draw bar, and other equipment that connect the trailer and the tow vehicle are properly secured and adjusted.
- ✓ Verify the hitch ball and coupler or ball mount are of the same size; i.e. 1 7/8", 2", 2 5/8", etc.
- ✓ Check that the trailer safety chains are properly secured to the tow vehicle.
- ✓ Check that the wiring is properly connected— not touching the road, but loose enough to make turns without disconnecting or damaging the wires.
- ✓ Make sure all running lights, brake lights, turn signals, and hazard lights are working.
- ✓ Verify that the brakes on the tow vehicle and trailer (if equipped) are operating correctly.
- ✓ Check that all items are securely fastened on and in the trailer. Be sure the trailer jack, tongue support, and any attached stabilizers are raised and locked in place.
- ✓ Check load distribution to make sure the tow vehicle and trailer are properly balanced front to back and side to side.
- ✓ Adjust side and rear-view mirrors as needed to make sure you have good visibility.
- ✓ Check routes and restrictions on bridges and tunnels.



OHBA Safety Pages



regulations or standards. The Members remain responsible for their own operations, safety practices and procedures and should consult with legal counsel as they deem appropriate.

The information we provide is not intended to include all possible safety measures and controls. In addition, the safety information we provide does not relieve the Members of its own duties and obligations with regard to safety concerns, nor does Oregon Home Builders Association guarantee to the Members or others that the Member's property, job sites and/or operations are safe, healthful, or in compliance with applicable laws,

SAFETY PAGE MEETING GUIDE

Topic: Trailer Towing Safety

Employer: _____ Project: _____

Date: _____ Time: _____ Shift: _____

Number in crew: _____ Number attending: _____

Safety or Health issues discussed. Include recent accident investigations and hazards involving tools, equipment, the work environment, work practices and any Safety or Health recommendations:

Follow up on recommendations from last safety meeting:

Record of those attending:

| Name: (please print) | Signature: | Company: |
|----------------------|------------|----------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |
| 11. | | |
| 12. | | |

Supervisor's remarks: _____

Supervisor: _____ -- _____
(Print) (Signature)

Office Safety

OHBA Safety Pages

- Replace broken or defective chairs immediately
- Only open one file cabinet drawer at a time. If more are opened the file cabinet could tip over.
- Never use a chair, desk, box, bucket or other object in place of a ladder, stool or portable stairs to reach high areas.
- Keep floors clean and free of slip hazards; such as spilled beverages, rainwater, etc. Clean up all spills immediately.
- Keep aisles, hallways, and stairs clear of clutter, debris, and trip hazards such as wastebaskets, electrical and computer cords, footstools, office supply boxes and open drawers.
- Use cord covers to run cables and wires across floors to protect them and eliminate trip hazards.
- Avoid overloading electrical outlets or power strips.
- Close file, desk and cabinet drawers when not in use.
- Report to a supervisor immediately, torn or loose carpets, curled walk off mats, loose tile, uneven floor surfaces or any other conditions that could cause a slip, trip or fall.
- Always walk, no running.
- Do not enter production or shop areas unless you have received proper safety orientation and training. Remember to wear your Personal Protective Equipment, i.e. safety glasses, ear plugs, hard hat, as required.
- If an injury occurs, report it immediately to your supervisor.



regulations or standards. The Members remain responsible for their own operations, safety practices and procedures and should consult with legal counsel as they deem appropriate.

The information we provide is not intended to include all possible safety measures and controls. In addition, the safety information we provide does not relieve the Members of its own duties and obligations with regard to safety concerns, nor does Oregon Home Builders Association guarantee to the Members or others that the Member's property, job sites and/or operations are safe, healthful, or in compliance with applicable laws,

SAFETY PAGE MEETING GUIDE

Topic: Office Safety

Employer: _____ Project: _____

Date: _____ Time: _____ Shift: _____

Number in crew: _____ Number attending: _____

Safety or Health issues discussed. Include recent accident investigations and hazards involving tools, equipment, the work environment, work practices and any Safety or Health recommendations:

Follow up on recommendations from last safety meeting:

Record of those attending:

| Name: (please print) | Signature: | Company: |
|----------------------|------------|----------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |
| 11. | | |
| 12. | | |

Supervisor's remarks: _____

Supervisor: _____ -- _____
(Print) (Signature)

Safe Driving – Back to School

OHBA Safety Pages

School days bring congestion: Yellow school buses are picking up their charges, kids on bikes are hurrying to get to school before the bell rings, harried parents are trying to drop their kids off before work.

It's never more important for drivers to slow down and pay attention than when kids are present – especially before and after school.

If You're Dropping Off

Schools often have very specific drop-off procedures for the school year. Make sure you know them for the safety of all kids. More children are hit by cars near schools than at any other location, according to the National Safe Routes to School program. The following apply to all school zones:

- Don't double park; it blocks visibility for other children and vehicles
- Don't load or unload children across the street from the school
- Carpool to reduce the number of vehicles at the school

Sharing the Road with School Buses

If you're driving behind a bus, allow a greater following distance than if you were driving behind a car. It will give you more time to stop once the yellow lights start flashing. It is illegal in all 50 states to pass a school bus that is stopped to load or unload children.



- Never pass a bus from behind – or from either direction if you're on an undivided road – if it is stopped to load or unload children
- If the yellow or red lights are flashing and the stop arm is extended, traffic must stop
- The area 10 feet around a school bus is the most dangerous for children; stop far enough back to allow them space to safely enter and exit the bus
- Be alert; children often are unpredictable, and they tend to ignore hazards and take risks without thinking.



regulations or standards. The Members remain responsible for their own operations, safety practices and procedures and should consult with legal counsel as they deem appropriate.

The information we provide is not intended to include all possible safety measures and controls. In addition, the safety information we provide does not relieve the Members of its own duties and obligations with regard to safety concerns, nor does Oregon Home Builders Association guarantee to the Members or others that the Member's property, job sites and/or operations are safe, healthful, or in compliance with applicable laws,

SAFETY PAGE MEETING GUIDE

Topic: Trailer Towing Safety

Employer: _____ Project: _____

Date: _____ Time: _____ Shift: _____

Number in crew: _____ Number attending: _____

Safety or Health issues discussed. Include recent accident investigations and hazards involving tools, equipment, the work environment, work practices and any Safety or Health recommendations:

Follow up on recommendations from last safety meeting:

Record of those attending:

| Name: (please print) | Signature: | Company: |
|----------------------|------------|----------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |
| 11. | | |
| 12. | | |

Supervisor's remarks: _____

Supervisor: _____ (Print) _____ (Signature)

HBA Safety Training Schedule – 2017.3

Fall Protection Safety – June 22, 2017 – 8:30 am – 9:30 am

Forklift Safety – July 27, 2017 – 8:30 am – 10:30 am

Ladder Safety – August 24, 2017 – 8:30 am – 9:30 am

Forklift Safety – September 13, 2017 – 8:30 am – 10:30 am

Silica Safety – September 21, 2017 – 8:30 am – 9:30 am

Fall Protection Safety – October 26, 2017 – 8:30 am – 9:30 am

Nail Gun Safety – November 30, 2017 – 8:30 am – 9:30 am

Fall Protection: This seminar will provide information on the new Oregon-OSHA rules. We will cover the changes, how to avoid OSHA violations and fall protection suggestions.

Ladder Safety: We will cover the OSHA rules, proper set-up, inspections, storage, and usage.

Nail Gun Safety: We will cover safe usage, inspections, and maintenance.

Silica Safety: This seminar will cover the new Oregon-OSHA rules, Silica Dust Exposure Control Plan and Table 1's control measures.

Forklift Class: This seminar will review the Oregon-OSHA rules and safe operating practices needed for the safe operation of forklifts. Attendees will also receive all forms/documents/certificates needed to be Oregon-OSHA compliant as Certified Forklift Operators.

Home Builders Association of Marion & Polk Counties

Safety Seminar – HBA Conference Room – Date: _____ Class Name: _____

Company _____

Attendee Name(s) _____

Phone _____ Fax _____ Email _____

Please fax this registration form to the HBA office @ 503-399-0651 or email to
David@homebuildersassociation.org

Safety Notes

What happened?

Two workers were attempting to erect a 36-foot, seven-inch aluminum scaffold pole when the pole fell onto energized power lines.

How did it happen?

Two workers started to set up a pump jack scaffold that they were going to use to install siding on a new two-story garage. They had been working at the site for a few weeks, installing siding on the other sides of the garage and expected this day to be just like the others.

The two workers stood on the concrete driveway and began to raise the first of two aluminum 36-foot, seven-inch aluminum scaffold poles while a third worker stood about 25 feet above them on the garage roof and guided the pole with a rope. One of the workers on the ground secured the pole's rubber base plate while the other worker walked the pole up to a vertical position about three feet from the front of the garage.



After they successfully set up the first pole, they started to erect the second pole the same way.

However, as the two workers walked the pole up to a 45-degree angle, it slipped and tipped away from the garage toward a set of 20,800-volt power lines about 23 feet away. The worker on the roof was unable to stop the pole and let go of the rope just before the pole tipped into the power lines. The two workers on the ground were still holding onto the pole as it slid along the energized lines and dropped into nearby trees. One of the workers was severely burned on his hands and feet. The other worker was electrocuted.

Findings

The foreman on site that day explained that he knew about the Oregon OSHA rule that required the workers to keep the scaffolding 10 feet away from power lines – but he thought that that the lines were at least 20 feet away. (The power lines were, in fact, 23 feet from the front of the garage, but each scaffold pole was 36 feet, seven inches long.)

The scaffold manufacturer's instructions warned: "Watch For Wires," "ALUMINUM CONDUCTS ELECTRICITY," and "This product will conduct electricity, stay clear of all power lines or other sources of electricity."

The business owner said he did not train his crew how to erect scaffolds. He explained that he relied on the past experience of his employees and that he had watched them erecting and using the scaffold and felt confident that they could work safely.

The workers did not use fall protection when they were on the scaffold and on the roof. The business owner explained that when his employees were installing the siding from the scaffold, they used a workbench that came with the scaffold as a guardrail. He said he didn't know that a mid-rail and toe board were also required; however, the scaffold the manufacturer's instructions said: "Do not use without guardrails, mid-rails, toe-boards and or fall-arrest system" and "Do not use a workbench as a substitute for ... a guardrail system."

Violations

- 1926.451(f)(6) – Scaffolding, use: Scaffolds were erected, used, dismantled, altered, or moved such that they or any conductive material handled on them could come closer to exposed and energized power lines.
- 1926.454(a)(2) – Scaffolding, Training requirements: Training did not include the correct procedures for dealing with electrical hazards and for erecting, maintaining, and disassembling fall protection systems.
- 437-003-1501 – Fall protection: The employer did not ensure that fall protection systems were provided, installed, and implemented according to the criteria in 1926.502 – Fall protection systems criteria and practices.