

Weekly Safety Meeting

Safety by Design hopes you and your team benefit from this Tool Box Talk. Please note that this Tool Box Talk is intended as an overview of key points regarding this subject and is not intended to be complete training in accordance with any regulatory standards. If you have any questions or would like to obtain the appropriate training, please call Safety by Design at (832) 425-0556, or email us at info@safetybydesigninc.com. Thank you, and remember to always stay safe.

<i>Company Name</i>	<i>Project Name</i>	<i>Supervisor</i>	<i>Date</i>

Stairway Safety

We often take stairways for granted after all we use them everyday. However, stairways can be very dangerous if not constructed and used properly. It is important to recognize the dangers and take precautions to protect yourself and others from injury. OSHA estimates that there are 24,882 injuries and as many as 36 fatalities per year due to falls from stairways and ladders used in construction.

A stairway or ladder must be provided for personnel use when there is a break in elevation of 19 inches or more and no ramp, runway, sloped embankment or personnel hoist is provided.

Review the following basic stairways safety rules and apply them next time you use a stairway.

Stairways

- Employees shall not be allowed to walk on stairway pans which have not been poured unless a wood filler panel or other solid material is fitted to the top edge of each pan.
- Stairways must be kept clear of debris, materials and protruding nails or other hazardous projections.
- The bottom of stairways and stairway platforms must be kept clean and free of tripping hazards.
- Slippery conditions must be eliminated before stairway is used.

Key Definitions:

Stairrail system - A vertical barrier erected along the unprotected sides and edges of a stairway to prevent employees from falling to lower levels.

Handrail - A rail used to provide employees with a handhold for support.

- Stairways with four or more risers **or** rising more than 30 inches must be equipped with at least one handrail and one railing along each unprotected side.
- Handrails and the top rails of stairrail systems shall be capable of withstanding, without failure, a force of at least 200 pounds in any outward or downward direction along ANY part of the top edge.
- The height of handrails shall not be more than 37 inches nor less than 30 inches

Basic Fire Safety

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Weekly Safety Meeting

- Unprotected sides and edges of landings shall be equipped with a standard guardrail system. This means a system with a top rail between 39 and 45 inches along with a midrail.
- Handrails and stairrail systems must be surfaced as to prevent
 - Injury to employees from punctures, lacerations.
 - Snagging of clothing.
- The ends of stairrail systems and handrails shall not constitute a projection hazard

ADDITIONAL TOPICS COVERED: (I.E. Hazcom, Emergency Plan)

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MEETING ATTENDEES:

PRINT NAME	SIGN NAME	EMPLOYEE NUMBER
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Weekly Safety Meeting

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