



RCCS Insurance Captive – December 2012
Safety Tool Box Talk
Protecting the Public

Company: _____ **Foreman:** _____ **Date:** _____

With the increased emphasis placed on our workers safety, we tend to focus our energy on how we are going to keep the employees within our company working safely. Due to the litigious society we live in today we also have to take the time to train and alert our workforce about the necessity to protect the public. This includes not only protecting them from being injured while walking or driving by the worksite, but also from entering the worksite while it is unoccupied. The law says you must conduct your business without putting members of the public at risk. This includes the public and other workers who may be affected by your work.



Overhead hazards aren't just a concern for our employee, but also for employee accessing and exiting their place of employment.



Where exterior egress is available, posting the appropriate signs to alert the public of the hazards ahead can decrease the chances of an incident occurring.

What information should I obtain prior to the project starting?

The project client or coordinator should provide information pertaining to:

- Boundaries
- Adjacent land usage
- Access; and measure to exclude unauthorized persons

Consideration should be given to protecting the public in courtyards where occupants of the building may eat lunch as well as designated smoking areas

As the contractor what are my responsibilities?

Once we have coordinated our plan of action with the client and obtained the necessary information previously listed we can begin to properly plan how we will protect the public.

- Will fencing be erected around the worksite?
- Do entrance and exit ways need to be protected, due to overhead hazards?
- Do we need to caution tape/cone off portions of the buildings interior due to the possibility of debris falling?
- How heavily populated is the area and will it attract children? If so how will we prevent children from accessing the site?
- Do I need to position an employee at egress points while overhead operations are taking place?

Foreman: _____

Job Location: _____

Print Name: _____

Sign Name: _____

Please mail or fax signed copies of the mandatory toolbox talk to:
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