



BARDIC CONSTRUCTION

Toolbox Talk

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| | GENERAL HS REFRESHER |
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| Start time | | End time | | Duration | |
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POINTS COVERED

1. Introduction:

- 1.1 All persons on site have a legal responsibility for health and safety and to conduct their activities in a safe manner. This duty applies both to yourself and to your workmates.

2. Main Points:

- 2.1 Safety culture is when people think and act safely even when no-one is looking!
- 2.2 Safety signs don't prevent accidents — safe people and safe systems do!
- 2.3 No system can be safe without the co-operation of all employers and employees. It is a team effort requiring awareness and alertness on the part of everyone.

3. Points to remember

- 3.1 Know the company's safety policy, including the arrangements.
- 3.2 Use and maintain PPE provided — report any defects immediately.
- 3.3 Do your bit to keep the site tidy, in good order and safe.
- 3.4 Obey all warning signs.
- 3.5 Never operate plant or equipment unless suitably competent or trained.
- 3.6 Never interfere with the likes of guard-rails, ladders etc.
- 3.7 Never interfere or misuse safety equipment such as fire extinguishers.
- 3.8 Never throw things from height, always lower properly.
- 3.9 Never take short cuts — they rarely are!
- 3.10 Only ever use authorised access/egress routes.
- 3.11 Store/stack materials sensibly, especially if at height.
- 3.12 Check substances before use — are they hazardous? Inflammable? COSHH Sheets for new materials
- 3.13 Be alert in vicinity of mobile plant.

- 3.14 Be aware of trespassers — if you don't recognise someone, ask them who they are looking for and direct them to the site manager.
- 3.15 Constantly think safety on site. Be on the lookout for unsafe practices, defective equipment, excessive waste build up etc and report such to site managers — NEVER turn a blind eye.

