

Workplace Hazards—safe work practices

Yard Hazards

- Moving Vehicles – be aware of your surrounds at all time.
All commercial vehicles shall have back up alarms installed and maintained in full working order.
- Fueling-- Equipment and vehicles shall be turned off prior to fueling.
NO smoking shall occur on or near fueling station. Min 25 ft distance.
NO cellular phone shall be operated on or near the fueling station.
- Reversing Equipment-- No equipment shall be moved in reverse without a signal person.
- Material Handling and Storage-- All material shall be stacked neatly and securely at all times.
When moving materials workers shall ensure they follow safe lifting practices at all times. As listed in each employees binder.

Shop

- Hazardous materials-- All MSDS's are kept in a binder in the shop prior to using a Hazardous material a worker shall review the MSDS and ensure to utilize PPE specified.
- Welding operations-- No person shall perform welding operations unless they hold a valid training certificate.
- Grinding operations-- Eye protection and gloves shall be worn at all times when performing grinding operations.
- Overhead doors-- Overhead doors shall be visually inspected once per month to ensure they are mechanically sound.
- Equipment repairs-- Equipment and vehicles shall be properly hoisted and secured prior to the commencement of work. Proper Lock out / tag out procedures to be used.
- Fumes - Ensure that proper ventilation is established prior to painting activities

Office

- Paper shredder-- The paper shredder shall be used in accordance with it's operating manual at all times.
- Hazardous materials – toner—is to be disposed of utilizing the disposal bags contained in the shipping material.
- Laminator- Ensure proper care is taken when operating the laminator
Burns may occur if manufacturer's instructions are not followed.
Keep hands and loose clothing away from feeding mechanism.

Field - Consistent Field Hazards

Vehicular traffic – while en-route to site

All employees utilizing a company vehicle shall be in possession of a valid driver's licence and will adhere to all MTO guidelines for the operation of a motorized vehicle. No operator of a company vehicle shall be under the influence of either drugs or alcohol at any time.

Vehicular traffic – while working on site

Workers shall utilize safety pylons to mark off working area.
When necessary company vehicles shall be utilized as a safe barrier between workers and general public traffic.

Vehicles backing up—

Workers shall utilize our safe work practices as outlined in our Backing up procedure, all staff shall review yearly at our seasonal safety meeting and during tailgate talks.

Moving equipment--

All staff shall be aware at all times regarding the movement of equipment on site. All operators of equipment/vehicles shall perform a 360° visual scan prior to moving either equipment or vehicle.

Over exertion--

All workers shall perform their duties within safe parameters. At no time shall a worker put themselves or others at risk of injury due to over exertion.

- Repetitive strain-- Workers that are exposed to possible repetitive strain injuries shall on a regular basis stretch and rotate repetitive duties.
- Heat stress-- All workers shall follow BPC's heat stress guidelines as outline in each employee binders and as recommended by the medical community. Workers shall rotate duties and hydrate often.
- Slips trips and falls – string lines
String lines shall be bright in colour as to increase their visibility.
No string line shall be left longer than necessary on site.
All workers are responsible for site clean up. Clean up often!
- Burns from hot asphalt-- All workers on the paving crew shall wear PPEs to protect against the possibility of burns from the asphalt.
- Dust-- Workers shall use wet saws whenever possible and shall wear proper breathing masks when in dusty conditions.
- Insects-- Bug repellent is supplied to all workers and is to be applied as per labeled instructions.
- Sunburns-- Sunscreen is supplied to all workers and is to be applied as per labeled instructions.