



Safety Week 2017
**TOOLBOX TALKS &
EVENT IDEAS GUIDE**





There's no better way to reinforce a culture of safety in your company than bringing your team together for discussions and activities to learn more about jobsite safety. Need some ideas? This guide offers activities you can share during team meetings, daily huddles or at Safety Week events. Safety Week is a great opportunity to remind your teams about all aspects of jobsite safety. You are not limited to just focus on hand safety and we encourage you to add additional tips that are important to the work you do.

How do I participate?

1. Lead efforts in your organization to participate in Safety Week May 1-5. Get buy-in top to bottom in the office.
2. Join together to keep each other safe through educational and celebratory events.
 - Celebrate safety in your community. Safety Week is partnering with the Florida Department of Transportation, Infrastructure Ontario, LA Metro and Related Companies at signature events throughout the week this year. We encourage you to set-up smaller local events to excite and engage your workforce.
 - Kick-off your day with safety via the daily toolbox talks enclosed. Feel free to layer additional safety tips if your organization has previously focused on hand safety.
 - Share the Safety Week 2017 'Give Me a Five For Safety' clip. If we missed you in the final cut, feel free to send us a clip on our Facebook page with #givemefive.
3. Engage with us on social media and use Safety Week branded social templates for company page posts. Download our [Social Media Toolkit](#) to access these templates as well as preview content to-come from owned Safety Week social platforms.

Planning & Executing An Event

1. Schedule an event. Choose a high-profile project site or host at your headquarters. We recommend a high-profile location that will garner participation from key internal stakeholders and local dignitaries.
2. Invite local media. See our [Media Relations Toolkit](#) for guidance on how to partner with the reporters and editors in your area.
3. Create a company banner/sign for employees to pledge a commitment to safety. Download a banner template [here](#) (available mid-April). We recommend having employees trace the shape of their hand and writing why safety matters. (Your final product would be great to share on social media. Don't forget to tag us!)
4. Engage your employees onsite with giveaways and freebies. The Safety Week logo is easily applied to promotional items. Safety Week will be giving away work gloves to bring safety home mid-April to May 5th.

"Toolbox Talks" Tips

1. Raise awareness of safety and engage your work force at your morning toolbox talk. Daily topics range from hand safety to analyzing the hazards to types of gloves. All content was developed by the 2017 Health & Safety Experts Committee - this year's focus is on hand safety.
2. Print off copies of daily tips for your workers to take home.
3. Supplement these hand safety tips with other industry expert safety tips on a variety of topics available at <http://constructionsafetyweek.com/industry-experts>.

Need help with your event or have a question about Toolbox Talks? Email safetyweek@intrinzi.com for help.



TOOLBOX TALK 01

HAND INJURY

The most common tool on almost any jobsite and one of the most injured, is the human hand. Common causes of injuries include being struck by objects, pinched between moving objects, cut by sharp objects, puncture by pointed objects and burned.

HAND INJURY FACTS



1 Million emergency room visits each year, are due work related hand injuries. 1/10 of those visits result in LOST TIME.



70% of all injuries may have been prevented by wearing the proper gloves.



Cuts and Punctures to hands annually cost the construction industry **\$400 Million**



30% of all injuries are from improper glove selection.

TOOLBOX TALK 02

ANALYZE THE HAZARDS



Survey the work area and identify hazards prior to starting a new task. Discuss with your team and gather their input. They may have a different perspective and offer great suggestions.



Eliminate hazards when possible or implement a method to avoid them.
Example: Using mechanical equipment to move materials or shovels to scoop up metal debris.



Wear general use glove protection is nearly always a good idea. When exposed to known hazards – IT'S A MUST.

TOOLBOX TALK 03

TYPES OF GLOVES

WHEN IT COMES TO GLOVES, ONE SIZE DOESN'T FIT ALL.

The most common tool on almost any jobsite and one of the most injured, is the human hand. Common causes of injuries include being struck by objects, pinched between moving objects, cut by sharp objects, puncture by pointed objects and burned.



Gloves should be designed to protect against specific hazards of a job being performed. Types range from common canvas work gloves to highly specialized gloves used in specific industries.

Wear gloves whenever you are handling rough or sharp materials. Use rubber gloves when working with chemicals, solvents, or other material that can irritate your skin.

Proper fit is important. Gloves that are too small can tire your hands and gloves that are too large are clumsy to work with.

GLOVE SELECTION & USE

ABRASIONS, CUTS, TEARS, PUNCTURES

The ACT-P number can be found on the front of your glove. The higher the number, the greater the level of protection.

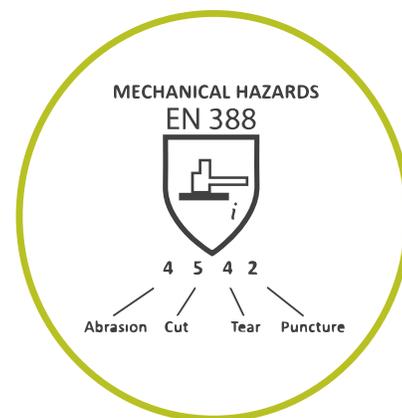
1-2 Less Protection

3-4 Good Protection

5 Best Protection



The higher the number, the greater the level of protection.



TOOLBOX TALK 04

TEAMWORK

Focusing on communicating movements, hand placement and task goals before handling the load. Consider what's truly possible when you believe in yourself, your teammates, as well as the Total Safety Culture that you create for each other.

INCIDENT RESPONSE

Report all incidents, no matter how small. We can treat injuries and take care of our teams better when we know when things didn't go as planned.

Understanding what went wrong helps us reduce the likelihood of someone else getting injured doing the same thing.

TOOLBOX TALK 05

FIRST AID



Bumps & Bruises

R.I.C.E

Rest.

Ice the injury.

Compress the injured area.

Elevate the are to reduce pain and swelling.



Minor Burns

Remove constricting jewelery, clothing, etc. from the areas.

Apply cool water to the wound. Check the first aid kit.

Keep the wound clean and dry until healed.

Report any signs of infection or concerns to your supervisor immediately.



Major Burns

Go to the workplace clinic for care or call 911 in severe cases.

Report any infection or concerns to your supervisor and doctor throughout your treatment.



Chemical Burns

Check the safety data sheets for proper treatment.

Flush a concrete burn with water first to rinse the area, then apply a PH neutralizer (EX: white vinegar) to the area to stop the burning.

Report any signs of infection or concerns to your supervisor immediately.