

You're a Safety Meeting Pro.



A safety meeting includes all employees and a management person is there to ensure that issues are address. Safety meetings are more effective for a smaller employer.

Do the following for safety meetings:

- Assess the work site for fall and falling object hazards. Make sure your safety meetings:
- Are held monthly. You may meet more often to discuss safety issues as they come up.
- Have at least one management representative.

Record Meetings

- Prepare minutes from each safety committee and:
- Preserve them for one year.
- Make them available for review by safety and health consultation personnel of the Occupational Safety and Health Administration.

Cover these topics:

- Review safety and health inspection reports to help correct safety hazards.
- Evaluate the accident investigations conducted since the last meeting to determine if the cause(s) of the unsafe situation was identified and corrected.
- Evaluate your workplace accident and illness prevention program and discuss recommendations for improvement, if needed.
- Document attendance.
- Write down subjects discussed.

Today's Safety Meeting Topic.

First Aid.

What would happen today, if there was an accident at your workplace? Would employees and management know what to do? Would the injured person get the best possible care?

Your Script

First Aid Requirements

- In the absence of an infirmary, clinic, or hospital in near proximity to the workplace, which is used for the treatment of all injured employees, a person or persons shall be adequately trained to render first aid.
- Maintain a first aid card holder on-site from opening of business to closing of business.

First Aid Kit

- Make sure first-aid supplies at your workplace are appropriate to your occupational setting and the response time of your emergency medical services. (First-aid kits from your local retailer or safety supplier should be adequate for most nonindustrial employers).
- Make sure first-aid supplies are: easily accessible to all employees. Do not store them behind a lockable door.
- Stored in containers that protect them from damage, deterioration, or contamination. Containers must be clearly marked, not locked, and may be sealed.
- Able to be moved to the location of an injured or acutely ill employee (portable).

Biohazardous Waste Container

- Be sure to have a Biohazardous Waste Container on-site to properly dispose of blood or other potentially infectious materials.
- The Biohazardous Waste Container ideally should be fluorescent orange or orange with red lettering with the Biohazard symbol. Bags and or an air tight container may be used for this. Bags should be puncture resistant.
- If you would like to make your own container an example would be, a coffee can with lid that is properly labeled. It's that easy!
- Be sure to have a Sharps container on-site, should you potentially be exposed to needles or similar devices.

First Aid.

What would happen today, if there was an accident at your workplace? Would employees and management know what to do? Would the injured person get the best possible care?

First Aid Requirements

- In the absence of an infirmary, clinic, or hospital in near proximity to the workplace, which is used for the treatment of all injured employees, a person or persons shall be adequately trained to render first aid.
- Maintain a first aid card holder on-site from opening of business to closing of business.

First Aid Kit

- Make sure first-aid supplies at your workplace are appropriate to your occupational setting and the response time of your emergency medical services. (First-aid kits from your local retailer or safety supplier should be adequate for most nonindustrial employers).
- Make sure first-aid supplies are: easily accessible to all employees.
Do not store them behind a lockable door.
- Stored in containers that protect them from damage, deterioration, or contamination. Containers must be clearly marked, not locked, and may be sealed.
- Able to be moved to the location of an injured or acutely ill employee (portable).

Biohazardous Waste Container

- Be sure to have a Biohazardous Waste Container on-site to properly dispose of blood or other potentially infectious materials.
- The Biohazardous Waste Container ideally should be fluorescent orange or orange with red lettering with the Biohazard symbol. Bags and or an air tight container may be used for this. Bags should be puncture resistant.
- If you would like to make your own container an example would be, a coffee can with lid that is properly labeled. It's that easy!
- Be sure to have a Sharps container on-site, should you potentially be exposed to needles or similar devices.

Safety Meeting Form - Fall Protection for Roofers



<div>Company Name</div> <div>Date</div> <div>LocationTime# of Attendees</div> <div>Frequency: <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quaterly Other</div> <div>Meeting Facilitator SignatureTitle</div>	<div>Notes (Topics, employee recommendations, etc)</div> <div>Attendees</div> <div><div><div>Name (print)</div><div>Signature</div></div><div><div>Name (print)</div><div>Signature</div></div><div><div>Name (print)</div><div>Signature</div></div><div><div>Name (print)</div><div>Signature</div></div><div><div>Name (print)</div><div>Signature</div></div><div><div>Name (print)</div><div>Signature</div></div><div><div>Name (print)</div><div>Signature</div></div><div><div>Name (print)</div><div>Signature</div></div></div>
<div><div>Content Covered</div><div>What would happen today, if there was an accident at your workplace? Would employees and management know what to do? Would the injured person get the best possible care?</div><div><div>First Aid Requirements</div><div><ul style="list-style-type: none">In the absence of an infirmary, clinic, or hospital in near proximity to the workplace, which is used for the treatment of all injured employees, a person or persons shall be adequately trained to render first aid.Maintain a first aid card holder on-site from opening of business to closing of business.</div><div><div>First Aid Kit</div><div><ul style="list-style-type: none">Make sure first-aid supplies at your workplace are appropriate to your occupational setting and the response time of your emergency medical services. (First-aid kits from your local retailer or safety supplier should be adequate for most nonindustrial employers).Make sure first-aid supplies are: easily accessible to all employees. Do not store them behind a lockable door.Stored in containers that protect them from damage, deterioration, or contamination. Containers must be clearly marked, not locked, and may be sealed.Able to be moved to the location of an injured or acutely ill employee (portable).</div><div><div>Biohazardous Waste Container</div><div><ul style="list-style-type: none">Be sure to have a Biohazardous Waste Container on-site to properly dispose of blood or other potentially infectious materials.The Biohazardous Waste Container ideally should be fluorescent orange or orange with red lettering with the Biohazard symbol. Bags and or an air tight container may be used for this. Bags should be puncture resistant.If you would like to make your own container an example would be, a coffee can with lid that is properly labeled. It's that easy!Be sure to have a Sharps container on-site, should you potentially be exposed to needles or similar devices.</div></div></div></div></div>	