



Weekly Safety Meetings

Safety Training for the Construction Industry

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Premium Membership

Preventing Falls on Stairways

We use stairs so often that we don't usually think of them as being dangerous, but they are! Falling down (or up) the stairs can cause severe injuries. A slip, stumble, or missed step can lead to bruises, a twisted ankle, sprains, broken bones, head injuries, and even death.

These tips will help keep stairways safer:

- Keep stairs in good condition. Don't use stairs if they seem loose, damaged, or defective. Check that handrails are free of protruding objects like nails or screws that could cut or puncture someone sliding his hands across them.
- Keep stairs clean. Good housekeeping can help prevent falls. Keep tools, scrap, parts, and debris off of the stairs. Clean up spills, mud, grease, etc., right away. If you have to run cords, hoses, or welding leads up or down the stairs, keep them up high on hooks, and off the treads.
- Make sure there is enough lighting in stairways so you can see where you're going. Bad lighting could cause you to completely miss a step, or misjudge the edge of a step and stumble. If lights are burned out or not working properly, get them fixed or tell your supervisor.

Here are some specific DOs and DON'Ts:

- Don't rush. Take one step at a time. When you rush, you increase your chances of a fall.
- Don't skip steps or jump off the stairs.

- Do make sure your entire foot is on each step.
- Don't get distracted by a conversation with a co-worker when you're going up or down stairs. Don't use your phone to text, read e-mails, or check Facebook while you are on the stairs.
- Do use handrails. Keep a hand on the rail so you can catch yourself if you take a misstep or start to lose your balance.
- Do use extreme caution if you use both hands to carry objects on the stairs.
- Don't carry large or bulky objects. They will block your view of the stairs, and trying to keep them balanced can cause you to lose your balance.
- Do keep your work boots laced up and tied. Wear boots with slip-resistant soles. Use extra caution when you're wearing booties or shoe covers.
- Do make sure stair rails are in place before anyone uses the stairs, especially when one side of the stairway is open to the floor below.

Life is full of ups and downs, just like stairways. If you watch where you're going, keep stairways clear, use the handrails, and walk carefully, your ups and downs on stairways should be safe and uneventful.

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SAFETY REMINDER
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Be extra careful on outdoor stairways that can be wet, icy, or covered with leaves, moss, or snow.

NOTES:

SPECIAL TOPICS /EMPLOYEE SAFETY RECOMMENDATIONS/NOTES:

S.A.F.E. CARDS® PLANNED FOR THIS WEEK:

REVIEWED SDS #

SUBJECT:

MEETING DOCUMENTATION:

JOB NAME:

MEETING DATE:

SUPERVISOR:

ATTENDEES:

These instructions do not supersede local, state, or federal regulations.



Weekly Safety Meetings Quiz Questions

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Preventing Falls on Stairways

1. Which of the following actions could cause an accident when you go up or down stairways?

- a. putting your whole foot on the step.
- b. taking one step at a time.
- c. skipping steps.
- d. using handrails.

MY ANSWER: _____

CORRECTED ANSWER: _____

2. Safe stairways have:

- a. loose treads.
- b. bad lighting.
- c. stair rails in place.
- d. handrails that have splinters and protruding nails.

MY ANSWER: _____

CORRECTED ANSWER: _____

3. True or False? If you have to run cords, hoses, or welding leads up or down the stairs, you should keep them up high on hooks, and off the treads.

MY ANSWER: _____

CORRECTED ANSWER: _____

4. If lights in the stairways are burned out or not working properly, you should:

- a. get them fixed or tell your supervisor.
- b. rush so you don't have to spend too much time on dark stairs.
- c. turn off the lights that are working so your eyes adjust to the dark.
- d. continue using the stairs even if you can't see where you're going.

MY ANSWER: _____

CORRECTED ANSWER: _____

5. True or False? You should not carry large or bulky objects when you are going up or down stairs.

MY ANSWER: _____

CORRECTED ANSWER: _____

TRAINER/SUPERVISOR: I conducted the safety meeting and administered this quiz. I explained the correct answers and answered or noted every attendee's questions.

Signature _____

EMPLOYEE: I understand the material covered in this week's safety meeting and this quiz. I've written in the correct answers for the questions I initially missed and understand why they are correct.

Signature _____

NAME: _____ ID#: _____ DATE: _____

TRAINER: _____ SUPERVISOR: _____



Preventing Falls on Stairways

1. Which of the following actions could cause an accident when you go up or down stairways? *Don't skip steps or jump off the stairs.*

- a. putting your whole foot on the step.
- b. taking one step at a time.
- c. skipping steps.
- d. using handrails.

2. Safe stairways have:

- a. loose treads.
- b. bad lighting.
- c. stair rails in place.
- d. handrails that have splinters and protruding nails.

Do make sure stair rails are in place before anyone uses the stairs, especially when one side of the stairway is open to the floor below.

3. True or False? If you have to run cords, hoses, or welding leads up or down the stairs, you should keep them up high on hooks, and off the treads.

If you have to run cords, hoses, or welding leads up or down the stairs, keep them up high on hooks, and off the treads.

4. If lights in the stairways are burned out or not working properly, you should:

- a. get them fixed or tell your supervisor.
- b. rush so you don't have to spend too much time on dark stairs.
- c. turn off the lights that are working so your eyes adjust to the dark.
- d. continue using the stairs even if you can't see where you're going.

If lights are burned out or not working properly, get them fixed or tell your supervisor.

5. True or False? You should not carry large or bulky objects when you are going up or down stairs. *Don't carry large or bulky objects.*

FURTHER DISCUSSION:

SUPERVISOR/TRAINER NOTES:



Cómo prevenir las caídas en las escaleras

1. ¿Cuál de las siguientes acciones puede causar un accidente al subir y bajar por las escaleras?

- a. colocar todo su pie en el escalón.
- b. dando un paso a la vez.
- c. brincando escalones.
- d. usando el pasamanos.

MI RESPUESTA: _____

RESPUESTA CORRECTA: _____

2. Las escaleras seguras tienen:

- a. escalones sueltos.
- b. mala iluminación.
- c. barandillas en su lugar.
- d. pasamanos con astillas y clavos salientes.

MI RESPUESTA: _____

RESPUESTA CORRECTA: _____

3. ¿Verdadero o Falso? Si tiene que extender cables, mangueras, o cables eléctricos para soldar por las escaleras, usted debe mantenerlos en alto sobre ganchos y no en los escalones.

MI RESPUESTA: _____

RESPUESTA CORRECTA: _____

4. Si los focos en una escalera están fundidos o no funcionan correctamente, usted debe:

- a. pedir que alguien los arregle o decirle a su supervisor.
- b. apurarse para no tener que pasar demasiado tiempo en escaleras oscuras.
- c. apagar las luces que sirven para que sus ojos se ajusten a la oscuridad.
- d. continuar usando las escaleras incluso si no puede ver por donde va.

MI RESPUESTA: _____

RESPUESTA CORRECTA: _____

5. ¿Verdadero o Falso? Usted no debe cargar objetos grandes o voluminosos al subir o bajar escaleras.

MI RESPUESTA: _____

RESPUESTA CORRECTA: _____

ENTRENADO/SUPERVISOR: Yo lleve a cabo la junta de seguridad repartí este examen. Explique la respuesta correcta y conteste o anote cada pregunta de los asistentes presentes.

Firma _____

EMPLEADO: Entiendo el material cubierto en la junta de seguridad de esta semana y en este examen. He llenado las respuestas correctas de toda pregunta que inicialmente tuve mal y entiendo la razón de las respuestas de las correctas.

Firma _____

NAME: _____ ID#: _____ DATE: _____

TRAINER: _____ SUPERVISOR: _____



Cómo prevenir las caídas en las escaleras

1. ¿Cuál de las siguientes acciones puede causar un accidente al subir y bajar por las escaleras? *No omita escalones ni brinque de las escaleras.*

- a. colocar todo su pie en el escalón.
- b. dando un paso a la vez.
- c. brincando escalones.
- d. usando el pasamanos.

2. Las escaleras seguras tienen:

- a. escalones sueltos.
- b. mala iluminación.
- c. barandillas en su lugar.
- d. pasamanos con astillas y clavos salientes.

Asegúrese que los barandales estén en su lugar antes de que alguien use las escaleras, especialmente cuando un lado de la escalera esté abierto al piso de abajo.

3. Verdadero Falso? Si tiene que extender cables, mangueras, o cables eléctricos para soldar por las escaleras, usted debe mantenerlos en alto sobre ganchos y no en los escalones.

Si tiene que extender cables, mangueras, o cables eléctricos para soldar por las escaleras, manténgalos en alto sobre ganchos y no en los escalones.

4. Si los focos en una escalera están fundidos o no funcionan correctamente, usted debe:

- a. pedir que alguien los arregle o decirle a su supervisor.
- b. apurarse para no tener que pasar demasiado tiempo en escaleras oscuras.
- c. apagar las luces que sirven para que sus ojos se ajusten a la oscuridad.
- d. continuar usando las escaleras incluso si no puede ver por donde va.

Si hay luces fundidas o que no funcionan correctamente, infórmeselo a su supervisor u obtenga ayuda para arreglarlas.

5. Verdadero Falso? Usted no debe cargar objetos grandes o voluminosos al subir o bajar escaleras.

No cargue objetos grandes o voluminosos.

FURTHER DISCUSSION:

SUPERVISOR/TRAINER NOTES:
