

Personal Safety - Traffic

1. Make yourself visible to drivers:
 - Wear bright or light coloured clothing with reflective material.
 - Carry a flashlight if you are working at night or in the dark.

2. Adopt safe behaviours:
 - When walking to or from your address, or shoveling a walkway, remain on the sidewalk. If there is no sidewalk, face traffic.
 - Don't assume vehicles will stop. Make eye contact with drivers.
 - Be alert for engines or other noises, or backup lights.
 - Don't use/wear headphones.
 - If you need to use a cell phone, make sure you are in a safe location away from traffic.
 - Do not shovel snow in the direction of an oncoming vehicle.

3. Cross streets and intersections carefully:
 - Cross streets at marked crosswalks or intersections if possible.
 - Obey all traffic signals.
 - Look to your left, right and left again before crossing a street.
 - Watch for turning vehicles and make sure drivers see you and stop for you before crossing.
 - Look across all lanes you must cross and make sure each lane is clear before you cross it.
 - If a parked vehicle is blocking the view of the street, stop at the edge line of the vehicle and look around it before entering the street.



Working in Cold Conditions

Body Heat Loss:

- Respiration, evaporation, conduction, radiation and convection are all ways for heat to escape the body.

Frostbite:

- The freezing of deep layers of skin, resulting in pale, waxy-white skin colour and the skin becoming hard and numb.
- It usually affects fingers and hands, toes and feet, ears and nose.

First Aid Measures:

- Move victim to a dry, warm area; remove any wet or tight clothing; do not rub affected areas.
- Gently place affected area in lukewarm or warm water and seek medical attention.

Hypothermia:

- Hypothermia is a life-threatening condition in which the body's core temperature falls below the normal temperature of 37°C / 98.6°F due to a sudden and radical lowering of body temperature (such as falling into icy water) or due to prolonged exposure to the cold.
- The threshold for hypothermia is a core temperature of about 34°C / 93.2°F. Unconsciousness follows at 32°C / 89.6°C, and death results when the core temperature falls below 25°C / 77°F.
- Predisposing factors include cardiovascular disease, diabetes, hypertension, being on medication and poor physical condition.

Mild Hypothermia:

- Body temperature drops between 36-34°C / 97-93°F.
- Shivering; alertness; numbness in limbs; loss of dexterity; clumsiness; pain from cold.

First Aid Measures:

- Prevent further heat loss; consume warm, sweet liquids; apply gentle heat source.
- Exercise to generate heat; keep head and neck covered.

Moderate Hypothermia:

- Body temperature between 34-32°C / 93-90°F.
- Same symptoms as mild hypothermia, but shivering may decrease or stop.

First Aid Measures:

- Same as mild hypothermia but limit exercise; sip warm liquids if victim is fully conscious.
- NO alcohol.

Severe Hypothermia:

- Body temperature between 32-28°C / 90-82°F.
- Shivering has decreased or stopped; confusion and loss of reasoning; slurred speech.
- Semi or fully unconscious; muscles are rigid.

First Aid Measures:

- Victim is in serious danger; treat for shock; apply external heat source; avoid jarring movement.
- No food or drink; transport gently to hospital.

Critical Hypothermia:

- Body temperature below 28°C / 82°F.
- Victim is unconscious and may **appear** dead; breathing very little; slow pulse; eyes are dilated; body is rigid.

First Aid Measures:

- **Do not give up! A victim of hypothermia is not dead until he/she is warm and dead.**
- Handle with extreme care; tilt head to open airway; CPR if necessary.
- Stabilize body temperature with external heat source; transport to hospital.

Preventing Hypothermia:

- Keep your head covered; wear layered clothing; protect feet and hands.
- Drink plenty of fluids; pace yourself during activities in the cold; refrain from smoking.
- Recognize conditions that lead to cold-induced injuries and illnesses.
- Learn the signs and symptoms of cold-induced injuries and illnesses.
- Make sure you and any coworkers are well-trained on hypothermia and cold-induced illness.
- Ensure proper clothing and headwear; take frequent breaks in a warm area.
- Perform work during warmer part of the day; avoid exhaustion and fatigue; use the buddy system.
- Drink warm beverages without caffeine; eat warm, high calorie foods.

Did you know?

- *Cold weather puts a strain on your heart, even without exercise.*
 - *Regardless of your age or physical condition, overexertion is dangerous in the winter.*
- *Any activity in the cold, such as shoveling snow or pushing a car, can lead to overexertion.*

Safe Operating Practice – S.O.P.
Hand Held Tools

Title	Description
Training and Competency	<ul style="list-style-type: none"> • On the job training
Hazard	<ul style="list-style-type: none"> • Injury to arms, legs, etc. • Flying debris • High pressure air exhaust • High speed moving parts • Sharp cutting surfaces • Damage to property, equipment
Injury Potential	<ul style="list-style-type: none"> • Lacerations • Amputations • Electric shocks • Electrocutation • Eye injury • Air embolism • Death
Energy Source(s)	<ul style="list-style-type: none"> • Electromechanical • Pneumatic
Applicability	<ul style="list-style-type: none"> • Hand held power tools
PPE	<ul style="list-style-type: none"> • CSA approved work shoes or boots • Work gloves appropriate for the work • CSA approved eye protection with affixed side shields • Respirators (cartridge, paper mask, etc.) appropriate for the task being performed
Frequency of Check Pre-use Checklist	<ul style="list-style-type: none"> • Be sure to check and inspect the hand/power tool before every use - Check for cracking or wear along the body that may cause it to break • Look for wear at the points on the tools that come in contact with the materials being worked on • If applicable, inspect power cords for damage such as fraying or cracking before each use • If applicable, check air lines for cracks and bulges as well as couplers for pneumatic tools
Safety Precautions	<ul style="list-style-type: none"> • Operators must not use or wear personal music players of any kind (walkman, radios, mp3 players, etc) while using hand/power tools • Be sure you read and understand the manual and are familiar with the tool • No hand/power tools may be used for any purpose other than for that which they were intended • Inspect electrical tools and devices for damage before each use. Never use damaged electrical tools or devices. Remove damaged electrical equipment from service and apply tag-out procedures until they have been repaired or disposed of

Title	Description
	<ul style="list-style-type: none"> • Always use the power switch on the tool or device. Never by-pass the switch and operate the tool or device by connecting and disconnecting the power cord • Never rush the work and don't let yourself be distracted while operating them • Avoid motions that bring the tools or objects being worked on towards the body • Do not use excess force, awkward posture or sustained force when using hand tools • Keep loose cords under control. Do not use the tool if the cords are frayed • Hand tools should never be carried in pockets or under trouser belts. Use a tool box or tool belt • Do not clean electrical equipment with flammable or toxic solvents • Workers operating any of the tools must not engage in any prank or horseplay of any kind. This is in accordance with Section 28 of the Occupational Health and Safety Act <p>Power Cords</p> <ul style="list-style-type: none"> • Ensure power cords are clear of tools during use • Replace open front plugs with dead front plugs. Dead front plugs are sealed and present less danger of shock or short circuit • Always carry tools by the handle. Never carry electric tools by the power cord • Always coil power cords in a loop. Never tie the power cord in a knot. Knots can cause short circuits and shocks <p>Extension Cords</p> <ul style="list-style-type: none"> • Eliminate "octopus" connections. Do not overload an extension cord's sockets • Ensure that extension cords are kept away from sharp edges, heat, water and oil which may damage the insulation and cause shock
<p>In the event of Injury</p>	<ul style="list-style-type: none"> • Assess the situation • Obtain First Aid attention if necessary • Notify supervisor • If necessary, seek medical attention • If necessary, call 911
<p>Sequential Steps to complete the work safely</p>	<ul style="list-style-type: none"> • Ensure that accessories are sharp and properly installed • Ensure that electrical tools and devices are switched OFF before they are connected to a power supply • When in doubt, ask your Supervisor about the condition or proper use of any equipment or tool • Ensure that a Ground Fault Circuit Interrupter is connected before using electrical equipment outdoors or in wet or damp conditions • Watch for kick-back from circular saws, table saws, power drills, and metal cutting power tools • Wait for power tools to come to a stop before leaving them unattended • Carefully store tools after use. Always return tools to storage areas, stray tools become trip & fall hazards

Title	Description
	<ul style="list-style-type: none"> • If power cords will cross over aisles or work areas, either suspend cords over aisles, or securely tape them to the floor and post warning signs to eliminate tripping hazards • Always remove the plug from the outlet. Never yank the cord from the outlet • Disconnect all cords when job is complete • Do not remove the grounding post from a 3-prong plug to make it fit into a 2-plug wall socket. Under no circumstances shall an extension cord with a missing ground prong be used • If extension cords will cross over aisles or work areas, either suspend cords over aisles, or securely tape them to the floor and post warning signs to eliminate tripping hazards • Ensure that vehicles do not pass over unprotected extension cords. If necessary, cords can be put in a conduit or protected by placing planks alongside them • Disconnect all cords when job is complete
Lockout Steps	<ul style="list-style-type: none"> • Report faulty or destroyed hand/power tools to your supervisor, remove the tool from the work place and tag it to avoid use
Preventative Maintenance	<ul style="list-style-type: none"> • No hand/power tools may be used for any purpose other than for that which they were intended