

PROJECT	DATE	TIME	LOCATION

TOPIC

KEY POINTS DISCUSSED

SITE-SPECIFIC HAZARDS

CONTROLS / PPE REQUIRED

ATTENDEES

NAME (PRINTED)	COMPANY / TRADE	SIGNATURE

TALK LEADER	
Name	
Signature	Date

WHAT IT IS

Excavators, dozers, loaders, and articulated trucks have blind spots that hide ground workers. Operator can't see what's directly behind tracks, beside cabs, or within 3m of the machine.

WHAT TO DO

- Make eye contact with operator before approaching any machine.
- Stay outside the swing radius unless directed in by the operator.
- Wear high-visibility clothing: Class 2 minimum on roadside, Class 3 in heavy traffic.
- Use a spotter when working within 3m of operating equipment.
- Never walk under a raised bucket, blade, or load.

STOP WORK TRIGGERS

- Operator can't see you: stop and signal.
- Backup alarm not working: shut down and tag out.
- Ground worker inside swing radius without operator awareness.

DISCUSSION: What does this look like on our site today?

WHAT IT IS

Soil collapses can bury a worker in seconds. Alberta OHS requires a competent person to inspect excavations daily and protective systems for trenches over 1.5m deep.

WHAT TO DO

- Locate and confirm all underground utilities before any digging: Alberta One-Call.
- Slope, bench, or shore any excavation over 1.5m deep per soil type.
- Keep spoil piles minimum 1m from edge of excavation.
- Provide safe access: ladders every 7.5m of horizontal travel.
- Inspect daily and after rain, freeze-thaw, or any disturbance.

STOP WORK TRIGGERS

- Cracks, slumping, or water in the trench wall.
- No protective system in place at 1.5m+ depth.
- Worker in trench with no exit ladder within 7.5m.

DISCUSSION: What does this look like on our site today?

WHAT IT IS

Cold stress, frostbite, and hypothermia are real risks in Alberta winters. Equipment hydraulics, batteries, and operator reflexes all slow down below -20°C.

WHAT TO DO

- Layer clothing: moisture-wicking base, insulating mid, wind/water-resistant shell.
- Cover exposed skin at -25°C or colder. Frostbite can start in under 10 minutes at -28°C with wind.
- Schedule warm-up breaks. Provide a heated break area.
- Inspect equipment for ice buildup on steps, handrails, and controls.
- Watch crewmates for signs of cold stress: slurred speech, confusion, shivering stopping.

STOP WORK TRIGGERS

- A crewmate stops shivering and becomes confused: get them warm immediately.
- Wind chill below -40°C: re-evaluate the work.
- Equipment hydraulics sluggish or refusing to respond.

DISCUSSION: What does this look like on our site today?

WHAT IT IS

Hand and power tool injuries are the most common preventable incidents on civil sites. Most result from missing guards, wrong tool for the job, or poor maintenance.

WHAT TO DO

- Inspect tools before each use: cords, guards, blades, triggers.
- Use the right tool for the job. A wrench is not a hammer.
- Keep guards in place. If a guard is missing, the tool is out of service.
- Disconnect power before changing blades or bits.
- Tag-out and report damaged tools: don't put them back in the box.

STOP WORK TRIGGERS

- Guard missing or modified: tool is out of service until repaired.
- Cord or hose damaged.
- Trigger or safety not functioning correctly.

DISCUSSION: What does this look like on our site today?

WHAT IT IS

Most struck-by incidents happen when a ground worker and an operator misunderstand each other. Clear signals and a single spotter are the difference between a routine move and a fatality.

WHAT TO DO

- One spotter per machine. Multiple spotters confuse the operator.
- Use standard hand signals: taught, agreed, and visible.
- Make eye contact and confirm acknowledgment before each move.
- Spotter stays out of the path of travel and equipment swing radius.
- Radio backup when line of sight is broken.

STOP WORK TRIGGERS

- Operator loses sight of spotter.
- Signals unclear or contradictory.
- More than one person trying to spot the same machine.

DISCUSSION: What does this look like on our site today?