

PROJECT	DATE	TIME	LOCATION

## TOPIC

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## KEY POINTS DISCUSSED

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## SITE-SPECIFIC HAZARDS

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## CONTROLS / PPE REQUIRED

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## ATTENDEES

NAME (PRINTED)	COMPANY / TRADE	SIGNATURE

## TALK LEADER

TALK LEADER	
Name	
Signature	Date

## WHAT IT IS

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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

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- 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

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- 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

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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

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- 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

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- 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

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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

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- 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

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- 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

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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

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- 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

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- 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

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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

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- 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

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- 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?