



Safety Tailgate Meeting | Week of May 7th, 2018

Project Name: _____

Job Number: _____

☐ Sheet Metal ☐ Piping ☐ Plumbing ☐ Start-Up

GF/Foremen: _____

Discussion Leader: _____

Date of Meeting: _____

Flammable Liquids

Flammable liquid chemicals require special precautions in handling, use, transfer, and storage. Flammable liquids are that with a flash point below 200°F. The flash point of a volatile material is the lowest temperature at which it can vaporize to form an ignitable mixture in air. There are two primary hazards associated with flammable and combustible liquids: explosion and fire.

- Flammable liquids used in and around any work can be very hazardous, especially since there are so many potential sources of ignition on the job site, such as electrical sparks, flames from acetylene cutting torches, propane torches, brazing operations, cigarettes, etc.
- Common flammable liquids used in this business include gasoline, other petroleum products, benzene and other cleaning solvents.
- Whenever possible, substitute flammable liquids with non-flammable substances that do the same job. Eliminating the hazard is the best option.
- When you can't substitute, keep the quantities of flammable liquids as small as possible. Keep only the amount you will use right away. Keep these liquids in an UL approve container with a self-closing lid.
- Every container should be properly and clearly labeled so workers won't unintentionally use the wrong liquid.
- Be aware of the location of these liquids in relation to sources of ignition, static electricity can be a source of ignition. When transferring one of these liquids from a drum to a smaller container protect yourself from ignition sources by grounding the drum first. Second bond the drum and the container by attaching a conductive wire from the drum to the container

Safety Comments/Suggestions for this Project: _____

Print Name & Clock #		Print Name & Clock #		Print Name & Clock #	
1	_____	7	_____	13	_____
2	_____	8	_____	14	_____
3	_____	9	_____	15	_____
4	_____	10	_____	16	_____
5	_____	11	_____	17	_____
6	_____	12	_____	18	_____

Foreman's Name & Clock #: _____

W = Correct Within One Week



Audited by:
Date:

PRE TASK PLAN

Project Name: _____

Job Number: _____

Sheet Metal Piping Plumbing Service

GF/Foreman: _____

Pre-Task Plan Prepared By: _____

Date: _____

Project Safety Contact: _____

Safety Contact Phone Number: _____

1. Required PPE	Hazards	Safe Plan of Action (SPA)
Hard hat Face shield Goggles Gloves: Leather Kevlar / Cut resistant Solvent Acid Arm sleeves Fire resistant Boots Steel - toe Toe covers Ear Plugs / Ear muffs Safety Vest Chemical Resistant suit / apron / tyvek suit Respirator Fire Resistant	Material Handling Slips, Trips, Falls Hand & Power Tools Chemical Hazards	Inspected movement path Floor Plating (pinch / back) Awkward size/shape/CG Laydown area established Identified moving equipment Hand protection required Hand / body positions to avoid injury Spotter Debris Removal plan Area clean / clear of debris Hazards marked Electrical / emergency equipment clear Reviewed safety requirements Guarding OK Inspected condition GFCI in use Identified PPE required Inspected electrical cord Routed cord overhead or taped / barricaded Area inspected for potential chemical hazard MSDS Sheet available Identify PPE for highest recognized hazard (see left side) Reviewed Decon / Disposal or storage procedures Reviewed contingency plan and equipment is on hand
2. Fall Protection Ladder inspection completed Retractable Device Required Inspected Fall Protection Equipment Shock Absorbing Lanyard Required Horizontal Lifeline System Required Anchorage Point Identified Fall Clearance Distance Adequate Fall Rescue / Retrieval Plan Set Up	Non-Electrical Hot Work Crane or other Lifting Equipment Barricades	Fire Extinguishers Fire watch Install weld / spark screens Combustible material removed / protected Adequate ventilation Lifting / Rigging equipment inspected Tag lines in use Areas barricaded Overhead utility clearance verified Signalman assigned Yellow (Caution) Barricade tape Red (Danger) Barricade tape (label barricade) Rigid barricade required / secured to floor Emergency egress clearly marked Barricade signage Travel paths barricaded / cones to protect foot traffic
3. Task Specific Work Plans Lifting Plan (required for greater than 50 lbs.) Floor / Wall penetrations Lock Out / Tag Out Procedures	Weather Crew Congestion or Impact to occupants	Review plans for weather including heat / wind / moisture Liquids available Cool down periods Sun Screen Heat Stress symptoms Public Protection, Explain: Inspected areas for potential impacts to other crews / customers Coordinated with adjacent work supervisor / customer Traffic barricades
4. Required Work Permits Hot Work (Non-Electrical) Confined Space Excavation Energized Electrical Work (EEW) Critical Lift (Crane) Scaffolds	Safety Huddle Topics:	<input type="checkbox"/> Monday: _____ <input type="checkbox"/> Tuesday: _____ <input type="checkbox"/> Wednesday: _____ <input type="checkbox"/> Thursday: _____ <input type="checkbox"/> Friday: _____
Construction Activity (In Sequence)	Hazards Identified	Corrective Actions Taken
Crew Sign-in (PLEASE PRINT NAME & Clock Number):		
1.	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.
5.	10.	15.
Daily Initials:		
Monday	_____	
Tuesday	_____	
Wednesday	_____	
Thursday	_____	
Friday	_____	

IF WORK CONDITIONS CHANGE, PRE-TASK PLAN NEEDS TO BE UPDATED ASAP