

# Tools for Life – Weekly Health & Safety Meeting

The logo for Apollo Mechanical Contractors is a dark blue oval with a white border. Inside the oval, the word "Apollo" is written in a white, cursive script font. Below "Apollo", the words "MECHANICAL CONTRACTORS" are written in a white, sans-serif, all-caps font, flanked by two horizontal white lines. Underneath that, the tagline "Building People Who Build Great Things" is written in a smaller, white, sans-serif font.

**Apollo**

— MECHANICAL CONTRACTORS —  
Building People Who Build Great Things

## Home Healthy - Home Safe

Date: December 2022

### Safety and Health Meetings and Inspections

What inspections do you perform on a daily or weekly basis? Can you name them? Some safe practices we perform are required to be documented but not all, do you know which ones are required to have documentation? We often are frequently inspecting things like fall protection systems, forklifts, manlifts, jobsite conditions, walking paths, and fabrication work areas to list a few.

#### Inspections that are common:

- **Manlifts** (Aerial / Scissor) – documentation should be done at least once daily and before use when being used by a new operator.
- **Equipment** - documentation should be done at least once daily and before use when being used by a new operator. This can include but not limited to forklifts, boom trucks, yellow iron, and jobsite ATVs or trucks.
- **Jobsite Inspections** – Weekly jobsite inspections are required by law and should be performed by individuals who are not supervisors, with their supervisor. This is where site conditions that need improvement can be identified and fixed in a timely manner. Use AISH 09 Weekly Jobsite Inspection form to help perform this task and documentation requirement.
- **Rigging and Rigging Equipment** – Rigging straps should be inspected before use, but so should forklift jibs, chain falls, and rigging hardware and their components as well.
- **Fall Protection** – should be inspected before each use. Inspection should include all parts of a fall protection system such as the anchor point, lanyard or yo-yo, and harness. If any parts of the system are thought to be faulty, you should not proceed until the concerns are fixed.

Inspections are only part of the equation for success. What good is it to find items that need to be addressed and no one to address them to, or no way to communicate those concerns. That is one function of the Weekly Safety Meeting that takes place with our team. Weekly Safety Meetings should include topics applicable to the work scope or jobsite, provide an opportunity for learning or sharing information, allow for concerns or lessons learned to be shared amongst the crew, and provide information such as inspection findings or employee concerns. It is an opportunity for the team to communicate and discuss problems or challenges that may be solved together.

**HEALTHY OR SAFETY REMINDER:** Not all organized jobsites are safe, but every un-organized jobsite is not safe.

#### Discussion Points/Quiz Questions:

1. Do you feel like concerns brought up during safety meetings are addressed and fixed?
2. Have you ever been taken on a jobsite inspection?
3. What are some items you look for when inspecting your work area or equipment?