



# SAFETY PAGES

April 2021  
Safety Pages:

Trailer Towing Safety ..... P. [2-3](#)

Do Not Obstruct..... P. [4-5](#)

UFOs ..... P. [6-7](#)

Utility Knife Safety..... P. [8-9](#)

Remember if you have any safety suggestions, questions or concerns please let us know. In addition, if you have a safety topic that you would like covered in a Safety Page for training purposes let us know and we will develop one. Topics to our inventory of monthly Safety Pages are continually being added.



The OHBA/SAIF Safety Pages are an ongoing series of pages, designed to provide a selection of safety topics each month to OHBA members. Please use these pages to add to (or start) either a Safety Committee file or manual for your company. Some of the Safety Pages will be on general topics and others will be for Owner/Supervisors. The Owner/Supervisor Safety Pages will be on topics based more on compliance or suggested management safety practices.

#### IMPORTANT NOTICE OF RESPONSIBILITY

The Oregon Home Builders Association Safety Committee's purpose is to provide safety guidelines, information and resources to help our members work more safely and reduce jobsite accidents. Full and active monthly participation in safety meetings using the OHBA Safety Committee's agendas, topics and checklists will only meet safety committee requirements. It remains your responsibility to comply with all aspects of safety rules and regulations.

Brad Nanke, Oregon Home Builders Association, Safety Consultant  
2075 Madrona Ave. SE STE. 150, Salem, Oregon 97302 541.971.6669 cell 503.362.5120 fax [www.oregonhba.com](http://www.oregonhba.com)

# OHBA Safety Pages: Trailer Towing Safety

Before driving, make sure your vehicle maintenance and trailer maintenance are current. This is very important because towing puts additional stress on the tow vehicle. Ensure pre-travel inspections are completed. Don't risk your life, the lives of everyone out on the road with you, or damage to your equipment because of an issue that could have been avoided. Don't risk it, inspect it!



- ✓ Check and correct tire pressure on the tow vehicle and trailer.
- ✓ Make sure the wheel lug nuts/bolts on the tow vehicle and trailer are tightened to the correct torque.
- ✓ Be sure the hitch, coupler, draw bar, and other equipment that connect the trailer and the tow vehicle are properly secured and adjusted.
- ✓ Verify the hitch ball and coupler or ball mount are of the same size; i.e. 1 7/8", 2", 2 5/8", etc.
- ✓ Check that the trailer safety chains are properly secured to the tow vehicle.
- ✓ Check that the wiring is properly connected — not touching the road, but loose enough to make turns without disconnecting or damaging the wires.
- ✓ Make sure all running lights, brake lights, turn signals, and hazard lights are working.
- ✓ Verify that the brakes on the tow vehicle and trailer (if equipped) are operating correctly.
- ✓ Check that all items are securely fastened on and in the trailer. Be sure the trailer jack, tongue support, and any attached stabilizers are raised and locked in place.
- ✓ Check load distribution to make sure the tow vehicle and trailer are properly balanced front to back and side to side.
- ✓ Adjust side and rear-view mirrors as needed to make sure you have good visibility.
- ✓ Check routes and restrictions on bridges and tunnels including clearance height of your load.



The information we provide is not intended to include all possible safety measures and controls. In addition, the safety information we provide does not relieve the Members of its own duties and obligations with regard to safety concerns, nor does Oregon Home Builders Association guarantee to the Members or others that the Member's property, job sites and/or operations are safe, healthful, or in compliance with applicable laws, regulations or standards. The Members remain responsible for their own operations, safety practices and procedures and should consult with legal counsel as they deem appropriate.

SAFETY PAGE MEETING GUIDE

Topic: Trailer Towing Safety

Employer: \_\_\_\_\_ Project: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Shift: \_\_\_\_\_

Number in crew: \_\_\_\_\_ Number attending: \_\_\_\_\_

Safety or Health issues discussed. Include recent accident investigations and hazards involving tools, equipment, the work environment, work practices and any Safety or Health recommendations:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Follow up on recommendations from last safety meeting:

\_\_\_\_\_

\_\_\_\_\_

Record of those attending:

Name: (please print)	Signature:	Company:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Supervisor's remarks: \_\_\_\_\_

Supervisor: \_\_\_\_\_ (Print) \_\_\_\_\_ (Signature)

# OHBA Safety Pages: Do Not Obstruct

## DO NOT OBSTRUCT

- Emergency Showers!
- Emergency Eye Wash Stations!
- Electrical Panels!
- Emergency Stop Controls!
- Exit Paths!
- Exit Doors!
- Fire Hoses!
- Fire Extinguishers!
- Fire Alarm Pull Stations!



**YOUR life may depend on it!**



regulations or standards. The Members remain responsible for their own operations, safety practices and procedures and should consult with legal counsel as they deem appropriate.

The information we provide is not intended to include all possible safety measures and controls. In addition, the safety information we provide does not relieve the Members of its own duties and obligations with regard to safety concerns, nor does Oregon Home Builders Association guarantee to the Members or others that the Member's property, job sites and/or operations are safe, healthful, or in compliance with applicable laws,

Employer: \_\_\_\_\_ Project: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Shift: \_\_\_\_\_

Number in crew: \_\_\_\_\_ Number attending: \_\_\_\_\_

Safety or Health issues discussed. Include recent accident investigations and hazards involving tools, equipment, the work environment, work practices and any Safety or Health recommendations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Follow up on recommendations from last safety meeting:

\_\_\_\_\_  
\_\_\_\_\_

Record of those attending:

Name: (please print)	Signature:	Company:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Supervisor's remarks: \_\_\_\_\_

Supervisor: \_\_\_\_\_ (Print) \_\_\_\_\_ (Signature)

# OHBA Safety Pages: UFOs: Unsafe falling/flying objects

Bet you didn't know that UFOs can be workplace hazards. They can when they're "unsafe falling/flying objects"—and they cause injuries at a surprising number of worksites across pretty much all industries, from factories to offices.

In construction, for example, you're at risk from falling objects when you're beneath equipment, scaffolds, structures, etc., or where overhead work is being performed.

## Preventing "UFO" encounters

Preventing injuries from unsafe falling or flying objects isn't rocket science. Try these tips:

### Tools

- Secure tools when working under equipment or over people.
- Use toeboards and screens when working over people.
- Inspect tools. Don't use tools with loose, cracked, or splintered handles.
- Inspect guards on grinder and make sure to wear eye and face protection: a face shield, plus safety glasses under the shield.

### Equipment

- Wear hard hats when working under equipment.
- Use safety glasses, goggles, or shields where tools or machines may cause flying particles or debris.
- Machines should be set up so the object being machined is properly secured and will not fly out when the machine is turning. Check all guards to see if they are in place and working properly.
- With older equipment, some guards may be missing or lost. Check to ensure all rotating and

moving parts are protected and contact cannot be made. This may require working with leadership to install or retrofit new devices on older machines.

- Cleaning with compressed air can be dangerous. If used for cleaning, it should be reduced to less than 30 psi, and should only be used when effective chip guarding is in place and PPE is worn. Never clean clothing with CDA.

## Storage

Objects should be stored safely to prevent them from falling. If shelves or storage racks are used, check them for defects so they will not collapse and cause their contents to fall. Store heavy and bulky objects close to the floor.

Lighter and smaller objects should be stored higher. Position objects securely on shelves or racks. Watch for vibrating equipment in the area that may cause objects to fall from storage containers. Securing racks and shelves to the floor, ceiling, or wall is a best practice to prevent tip overs.

## Employees

Prevent injuries from falling or flying objects by looking out for:

- New employees not familiar with tools, equipment, or processes
- Employees new to the workforce with little experience and knowledge of work practices
- Employees unfamiliar with equipment requirements, use, limitations, and protections
- Employees who work with special behavior plans requiring limited access to portable objects
- Stressors, such as: - Untidiness - Noise - Fatigue, shiftwork, etc.

Courtesy: SAIF



The information we provide is not intended to include all possible safety measures and controls. In addition, the safety information we provide does not relieve the Members of its own duties and obligations with regard to safety concerns, nor does Oregon Home Builders Association guarantee to the Members or others that the Member's property, job sites and/or operations are safe, healthful, or in compliance with applicable laws, regulations or standards. The Members remain responsible for their own operations, safety practices and procedures and should consult with legal counsel as they deem appropriate.

Employer: \_\_\_\_\_ Project: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Shift: \_\_\_\_\_

Number in crew: \_\_\_\_\_ Number attending: \_\_\_\_\_

Safety or Health issues discussed. Include recent accident investigations and hazards involving tools, equipment, the work environment, work practices and any Safety or Health recommendations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Follow up on recommendations from last safety meeting:

\_\_\_\_\_  
\_\_\_\_\_

Record of those attending:

Name: (please print)	Signature:	Company:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Supervisor's remarks: \_\_\_\_\_

Supervisor: \_\_\_\_\_ (Print) \_\_\_\_\_ (Signature)

# OHBA Safety Pages: Utility Knife Safety

There's one hand tool that demands your respect over many others in the workplace, a tool that can cut you to the bone in an instant . . . the utility knife.

Many workers use utility knives, but one wrong move and they can do serious harm.

In fact, nearly 40 percent of all injuries attributed to manual workshop tools in the US involve knives with retractable blades.

Many accidents involving utility knives occur for the following reasons:

- Drawing the knife towards you instead of away from your body.
- Working with a dull blade. (They require more pressure, increasing the potential for injury.)
- Trying to cut more than the knife can handle.
- Improperly storing the knife with the blade extended.
- Failing to wear personal protective equipment.
- Neglecting to inspect the tool before use.



There have been cases where workers have suffered injuries from exposed blade tips. This is because the blades did not completely retract into the handle. That's why it's important for workers to use the proper size blades or replace defective retraction mechanisms. Some companies use self-retracting utility knives – the blade automatically retracts when not in use. The following are safety precautions to keep in mind when using utility knives:

- Wear safety glasses to protect your eyes in case a blade breaks.
- Always use a sharp blade. They are safer than a dull blade.
- Wear cut resistant gloves and sleeves (at least Level 3) to protect your hands and arms.
- Hand a utility knife to a co-worker with the handle first.
- Use one of the newer model self-retracting blade knives.
- If the application allows, use one of the new knives with a shielded knife surface.
- Consider using a rounded tip blade if the application allows for such.
- Ensure the blades are properly positioned in the handle before use.
- Keep extremities out of the cutting path.
- Don't apply too much pressure on the blade.
- Follow manufacturer's instructions when changing blades.
- Don't use utility knives to pry loose objects.
- Dispose of dull or broken blades in a puncture-resistant container.
- Use of disposable knives with breakaway blades is not meant for industrial use.



The information we provide is not intended to include all possible safety measures and controls. In addition, the safety information we provide does not relieve the Members of its own duties and obligations with regard to safety concerns, nor does Oregon Home Builders Association guarantee to the Members or others that the Member's property, job sites and/or operations are safe, healthful, or in compliance with applicable laws, regulations or standards. The Members remain responsible for their own operations, safety practices and procedures and should consult with legal counsel as they deem appropriate.



SAFETY PAGE MEETING GUIDE

Topic: Utility Knife Safety

Employer: \_\_\_\_\_ Project: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Shift: \_\_\_\_\_

Number in crew: \_\_\_\_\_ Number attending: \_\_\_\_\_

Safety or Health issues discussed. Include recent accident investigations and hazards involving tools, equipment, the work environment, work practices and any Safety or Health recommendations:

---

---

---

---

---

Follow up on recommendations from last safety meeting:

---

---

Record of those attending:

Name: (please print)	Signature:	Company:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Supervisor's remarks: \_\_\_\_\_

Supervisor: \_\_\_\_\_ (Print) \_\_\_\_\_ (Signature)