



Toolbox Talk

May 2024



Workshop vs. On-site Safety

It is essential to understand the different dangers and health and safety requirements you face when on-site vs when you are out on-site. They are quite different environments, and to remain safe, you must focus on different things.



Environment



WORKSHOP:

- Indoors, controlled environment.
- Machinery and tools don't often move around.
- Generally smaller space compared to on-site locations.
- Potential hazards are more predictable.

ON-SITE:

- Often outdoors, open environment.
- Machinery and equipment are often moved around frequently.
- Larger and more varied spaces to work in.
- Hazards can change quickly due to weather conditions and site activities.

Dangers faced in each environment

There is crossover of the dangers between each environment, and you must be aware of all the dangers regardless of where you are. However, the main dangers for each environment are as follows:

WORKSHOP:



Machinery accidents:

Working with heavy machinery like lathes, drills, and grinders poses risks of cuts, crush injuries, and entanglement.



Chemical exposure:

Handling solvents, paints, and other chemicals can lead to skin irritation, breathing issues, and even long-term health problems if proper precautions aren't taken.



Noise exposure:

Constant exposure to loud machinery can cause hearing damage over time if ear protection isn't worn.



Trip and fall hazards:

Cables, tools, and equipment left lying around can lead to slips, trips, and falls.

ON-SITE:



Falls from heights:

Working on scaffolding, roofs, or elevated platforms increases the risk of falling and getting serious injuries.



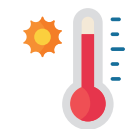
Struck by moving objects:

Heavy equipment, vehicles, and materials being moved around the site pose a threat of being struck and injured.



Electrical hazards:

Working near power lines or with electrical equipment, especially in poor weather increases the risk of electric shocks and burns.



Weather conditions:

Exposure to extreme temperatures, rain, wind, and sunlight can lead to heatstroke, hypothermia, sunburns, and dehydration.

Health & Safety measures

Again there is crossover of the health and safety measures you must take between the two environments but the main ones for each environment are as follows:

WORKSHOP:



Wear Personal Protective Equipment (PPE)

Always wear safety glasses, gloves, hearing protection, and appropriate clothing to protect against hazards.



Keep work areas clean and tidy

Regularly clean up spills, put tools and equipment away when not in use, and keep walkways clear to prevent trips and falls.



Follow safe operating procedures

Take the time to read and understand equipment manuals and follow all safety guidelines when operating machinery.



Proper ventilation

Ensure good ventilation in the workshop to reduce exposure to harmful fumes and dust.

ON-SITE:



Fall protection

Use harnesses, guardrails, and safety nets when working at heights to prevent falls.



Stay aware of surroundings

Be vigilant of moving vehicles and equipment, and always stay clear of their path.



Electrical safety

Test equipment before use, use insulated tools, and never work on electrical systems without proper training and authorization.



Stay hydrated and protected from the weather

Drink plenty of water, wear sunscreen, hats, and appropriate clothing to protect against the sun or cold weather.

Summary

Remember, your health and safety are the top priorities. Always speak up if you see something unsafe, and never hesitate to ask questions or seek guidance from your supervisor or colleagues. Stay safe out there, team!





Remember **STAAR** = Good Work Practices **Stop Think Assess Act Review**

Health and safety reps

Your Health and Safety (H&S) Reps are here to represent and assist you (apprentices) in all health and safety matters. If you would like to talk to an H&S Rep or have any H&S issues, feel free to contact any one of them. They will be more than happy to help.

ATNZ Staff

Kylie Mason	027 431 5877
Jo Brierley	027 438 8195
Alan Lockett	027 239 6197

Health and safety summary March/April

Remember to keep reporting accidents and incidents so we can all learn from them.

It's great to see near misses being reported and we encourage you to keep reporting these so we can prevent an actual injury happening.

- S** Stop
- T** Think
- A** Assess
- A** Act
- R** Review

Lost time injuries	1
First aid injuries	0
No injury	0
Medical treatment injuries	1
Near miss	0
Non work injuries	4
Restricted work injuries	0
Pain/discomfort	1
Total Incident	7

Incidents

Pain/discomfort	Back sprain
Nature of injury	Pain from previous injury
Incident	Potential aggravation of a previous back sprain injury
Immediate actions taken	First aid applied and monitor for 48hrs for further issues
Corrective actions	Start doing exercises provided from physio for previous injury and let AM know if pain does not resolve in the next 48hrs

Medical treatment injury	Cut to finger
Nature of injury	Being hit by moving object
Incident	Cut middle finger while using a deburring tool
Immediate actions taken	First aid applied and went to doctor for further assessment
Corrective actions	Follow STAAR process. Communication to all staff to be aware and take time completing tasks

Lost time injury	Back Sprain
Nature of injury	Manual handling
Incident	Apprentice used a steel pole to empty water on top of the tarpaulin as it caved in on worksite and went to push the water off with the pole then injured back
Immediate actions taken	First aid applied and went to doctor for further assessment
Corrective actions	Follow STAAR process. Communication to all staff to be aware and take time completing tasks
