

# Tailgate Safety Meeting

PPE Required: Gloves, Hard Hats, Steel Toed Boots, Safety Glasses

| Non lift personnel               |  | Stay out of work area  |
|----------------------------------|--|--|
| Sequence of Basic Job Steps      | Potential Hazard   | Recommended Safe Job Procedure   |
| Environmental Exam               | High wind, lightning, rain, hail, snow, ice.   | When weather conditions are bad, it is the operators' judgment of their personal skill level as whether or not they are able to perform operations. Shut down; do not risk the lives of any person.  |
| Plan the pick.                   |  | Talk to Lead on location to know all requirements of duties to be performed. Inspect location for any potential hazards. Estimate or verify weight of objects to be lifted. Set up in appropriate position to make lifts safely. Plan equipment moves for fastest and safest procedures.   |
| Set crane up.                    | Death<br>Crushed by Outriggers<br>Struck by Outriggers or tackle<br>Contact with Energized power lines<br>Falling off of crane<br>Improper lifting of blocking or tackle | Make sure personnel and unnecessary objects are clear of the area that required by the outriggers. If someone is assisting you, quickly review hand signals with one another. Make sure that the cribbing used is wider than the outrigger pad. Level crane as much as possible. Prior to raising boom, do a final check of outriggers and overhead obstacles.   |
| Operation.                       | Caught between Load and other objects, crane and the ground if crane is overloaded or outriggers fail/sink<br>Struck by Load/tackle                                      | Be familiar with the controls and hand signals. Feather the controls and throttle, so that the operation is smooth. Do not overload the crane. Never work to the blind side of the crane. Never lift load over another person. Make sure ground personnel are using tag line if the load requires steading or specific direction. Never work faster than your ability allows.  |
| Tear down.                       | Struck by rigging or hook<br>Slip/trip Hazards   | Make sure unnecessary personnel are clear of area. Put rigging away in proper locations. Secure Block. Set boom down in boom rest. Raise out riggers slowly to make sure no one gets pinched. Do not jump down from crane or trailer, use ladder or steps.   |
| Ground Personnel                 | Potential Hazard   | Recommended Safe Job Procedure   |
| Rigging                          | Death<br>Struck by Hook & Rigging<br>Pinched or crushed by rigging   | Inspect tackle.<br>Always know where the block and tackle is located. (LOOK UP).<br>Do not put hands or any other body part between Hooks, Chains, Slings and Load.  |
| Tag Line                         | Death<br>Serious injury, dragged<br>Entangled in Tag Line  | Do not wrap line around hand or any other body part.<br>Keep excessive line off ground.  |
| Signal Person                    | Death<br>Or Serious injury to other personnel  | Be in eye sight of crane operator at all times.<br>Be able to see personnel not visible to crane operator.<br>Verify that all personnel not visible to operator are clear before instructing operator to lower or move load.<br>Operator is to stop all operations if signal person is not visible, does not appear to be paying attention to operations or personnel, is giving confusing hand signals, or is trying to give audible signals instead of hand signals. |
| Ground Personnel                 | Death<br>Crushed pinched struck  | LOOK UP!!!!!!<br>Know where the load, block, tackle or crane tip are.<br>Never get in the path of the load.<br>Never walk under load.<br>Never put any body parts under load.<br>Do not stand between moving load and any other solid surface.<br>Stay back from load till operator says it is safe to approach.   |
| Assisting with set up/break down | Struck, pinched, fall, slip, crushed,  | Climb up or down from crane or trailer using ladder at operators station, step on dolly, or DOT bar at back of trailer. Do not jump off. LOOK UP! Know where block and tackle is. Keep fingers, hands and any other body parts clear of hooks once loaded.   |