

# Safe work methods handbook

## Canadian Diamond Drilling Association - Driving and Transport Safe Work Method Statement (Editable SWMS)

FREQUENCY WITH WHICH BEHAVIOUR IS OBSERVED (IF REQUIRED)	
INSTRUCTIONS: For the employee named below, please rate how frequently you have observed this employee engage in each behavior or action over the last three months. Employee: _____	N/A Not Applicable (see instructions) 1. Never 2. Almost never 3. Somewhat less than 50% of the time 4. About 50% of the time 5. Somewhat more than 50% of the time 6. Almost Always 7. Always
<b>Wearing Personal Protective Equipment:</b> Using respiratory and protective clothing to shield or isolate individuals from chemical, physical, and biological hazards that may be encountered, when engineering and work controls are not feasible to control exposure.	
1. Uses the appropriate personal protective equipment as indicated by the site health and safety plan	<input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7
2. Correctly inspects and tests all personal protective equipment.	<input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7
3. Dons all personal protective equipment correctly	<input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7
4. Doffs all personal protective equipment correctly	<input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7
5. Correctly stores all personal protective equipment.	<input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7
6. When required, properly assists partner in checking, donning, and removing personal protective equipment or breathing apparatus.	<input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7
7. Appropriately communicates with other workers while wearing personal protective equipment.	<input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7
8. Properly performs work while wearing personal protective equipment.	<input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7
9. Conducts positive and negative pressure tests to ensure proper fit of air purifying	<input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7

SOURCE: Adapted from Burke, Lapp, and Voth (1993)

Description: -

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Boring - Safety measures Safe work methods handbook

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### Your safe work method statement (SWMS) template

This makes good safety sense, and proper maintenance can prevent costly breakdowns and undue exposures. Your state consultant can assist you in establishing an effective system.

### Safe operating procedures (safe work method statement)

Are provisions made to brake the movement of the handled materials at the delivery end of rollers or chutes? Have all employees who are expected to respond to medical emergencies as part of their job responsibilities received first aid training; had hepatitis B vaccination made available to them; had appropriate training on procedures to protect them from bloodborne pathogens, including universal precautions; and have available and understand how to use appropriate PPE to protect against exposure to bloodborne diseases? General help with this kind of problem identification can often be obtained from compensation carriers, local safety councils, trade associations, state agencies, major suppliers or similarly situated businesses in the same industry. For your convenience Section 3203 General Industry and Section 1509 Construction are reproduced here. These records can help you identify hazardous areas in your work-place and pinpoint where immediate corrective action is needed.

### Small Business Handbook

How often has your business actually sustained this type of loss? Are all employees required to report any obvious hazard to life or property in connection with electrical equipment or lines as soon as possible? Give special attention to recurring accidents, types of injuries, etc. Are all oil and gas-fired devices equipped with flame failure controls to prevent flow of fuel if pilots or main burners are not working? Your Injury and Illness Prevention Program must be a written plan that includes procedures and is put into practice.

### Your safe work method statement (SWMS) template

The consultant will work with you to develop a plan for making these improvements and to keep your program effective. Note 1: Employers determined by the Division to have historically utilized seasonal or intermittent employees shall be deemed in compliance with respect to the requirements for a written program if the employer adopts the Model Program prepared by the Division and complies with the requirements set forth therein.

### **Your safe work method statement (SWMS) template**

Has there been a determination that noise levels in the facilities are within acceptable levels? The materials in this handbook are based upon Federal OSHA standards and other requirements in effect at the time of publication and upon generally accepted principles and activities within the job safety and health field.

### **Safe operating procedures (safe work method statement)**

Priorities may change as other needs are identified or as your company's resources change. We have learned from small employers, like you, that you place a high value on the well-being of your employees. As an owner or manager, you must ensure that all employees know about the materials and equipment they work with, known hazards and how to control the hazards.

## Related Books

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