

Tool Box Talk

No.2 ADVERSE WEATHER CONDITIONS

Please read through this document with each of your staff **FACE TO FACE** in the form of a **Toolbox talk**, encourage interaction on the discussion points. Each toolbox talk should take no more than **10 – 15 minutes**.

A toolbox talk record sheet shall be completed containing each employee's signature. Retain a copy on your local Toolbox talk file and fax/email a copy to the central number shown at the bottom of the Toolbox talk form.

(ADVERSE WEATHER CONDITIONS)

TBT 002

Introduction:

It happens each year, snow, ice, wind, rain and fog. But each year it comes as a surprise with road traffic accidents and an increase in slips trips and falls in and around the workplace. With care and forward planning these accidents can be avoided. Being outside in adverse weather brings changed conditions that need extra consideration.

Main points:

- Poor driving conditions, vehicle maintenance, loading/unloading & sheeting.
- Clothing and PPE requirements when working outside and on Site.
- House keeping and workplace maintenance.
- Poor lighting and obscured landscape.
- Working or walking outside in exposed places in high winds
- Personal Security

Discussion points:

Vehicles & Driving

- Check your vehicle before setting off, making sure tyre pressures are correct and that your screen wash is topped up and your lights work.
- When driving, plan your journey: in adverse weather conditions it will take longer, don't rush - keep a good distance from the vehicle in front.
- Loading and unloading including sheeting up in exposed places will be hazardous in icy and windy conditions.

Working Outside or on Site

- Always wear suitable clothing for the weather conditions.
- In the summer: keep exposed skin covered, when working at sewage treatment works consider increase in insect activity and additional PPE requirements.
- In bad light, make yourself seen, wear a high-vis vest or jacket and stick to illuminated pedestrian routes, snow covered areas all look the same, flat, concealing ruts and ditches.
- In high winds at exposed locations: consider the risk of being blown over or struck by flying objects and the potential injuries. Take the necessary actions or avoidance to prevent injuries.
- Clean up spills, e.g. keep external steam clean and wash down area free of standing water, it may freeze presenting a slipping hazard to others.

Personal Safety

- Walking to and from work, and around customers' premises out of daylight hours - keep to well lit pedestrian walkways.
- Consider the effects of sudden gusts of wind when working outside in exposed places.
- Let colleagues or friends and family know where you will be and when.

**THE THOUGHT PROCESS IS SLOWED IN THE COLD OR HEAT –
ACCIDENTS HAPPENED AT THE SAME SPEED!**