

Habitat for Humanity of Pitt County, Inc. Construction Safety Guidelines

All volunteers must read the safety guidelines and fill out a waiver prior to volunteering on the construction sites. This is for your own safety and the safety of others around you.

Objective Statement:

Habitat for Humanity is committed to providing a safe and healthful construction site for all volunteers and employees. HFH's project safety goal is ZERO ACCIDENTS. In order to reach this goal, each volunteer and employee must think of safety as his or her primary responsibility.

Safety Management:

Habitat for Humanity employees will do their best to maintain a safe work site. Volunteers should be careful not to cause injury to themselves or others. It is very important that volunteers understand that responsibility for their own safety is a crucial part of being a volunteer.

Each Volunteer Should:

- Comply with all safety rules and regulations
- Ask a supervisor how to do a task or operate a tool
- Concentrate on the task at hand and eliminate distractions
- Obtain the proper tools and personal protective equipment for the job at hand
- Report all unsafe conditions to the supervisor in charge
- Know where the first-aid kit is located and how to get emergency help if needed
- Know the emergency phone numbers to call (911 if necessary)
- Report any accidents and injuries immediately
- Advise your supervisor IMMEDIATELY of any unsafe/ hazardous tools or conditions
- Help maintain a safe and clean work area at all times

Age requirements:

- Children under the age of 16 are **not** permitted on the work site.
- Youth ages 16 and 17 are limited to activities such as clearing lots, painting and landscaping.
- Any volunteers under 18 are not to engage in hazardous activities such as roofing and are **not** permitted to use power tools for any reason.

Personal Protection/ Safety Equipment:

- Proper clothing is essential to safety and the use of tools. Wear clothes and gloves that are appropriate for the work and weather conditions. Loose clothing is dangerous around power tools.
- Volunteers/workers should wear work boots, or thick-soled shoes at all times when on a construction site. **Open-toed shoes and sandals are not permitted on the work sites.**

- Hard hats are to be worn while doing any demolition work, during the framing phase of construction, or when required by a supervisor.
- Protective glasses are to be worn any time a worker is using a power tool or when instructed by a supervisor.
- Everyone must wear a dust mask when installing insulation, sanding or when instructed by a supervisor.
- Earplugs must be worn when using a power tool for a prolonged period of time or when instructed by a supervisor.
- Provided in the construction trailer are hard hats, safety goggles, dust masks, ear plugs and gloves. Please use these when necessary!

Ladders:

- Ask the construction supervisor for assistance and training prior to using a ladder!
- Inspect a ladder before you use it! If a ladder is unsafe, do not use it. Look for “wear and tear”, loose rungs and defects.
- Never use an aluminum ladder in the vicinity of electrical lines and never use a ladder outdoors during inclement weather or on very windy days.
- Carry tools and materials in proper carrying devices and keep your hands free for climbing.
- When climbing, always face the ladder.

Hand and Power Tools:

- Use tools only for their intended purpose(s)
- Wear eye protection when using saws or when flying or falling objects are near by
- If you are unfamiliar with how to operate a tool, ask for assistance BEFORE using the tool and take time to practice using the tool
- DO NOT operate power tools without approval or supervision
- DO NOT operate a tool if you have not been trained to use it
- Disconnect power source when moving or repairing a tool
- Do not use the electric cord to lift or lower the tool
- NEVER use worn or frayed electrical cords!

First Aid:

Notify supervisor immediately of any injury (even minor) so they can properly assist you.

A complete copy of the Construction Safety Guide is in the construction trailer and, as always, the supervisor is on site to assist you with any questions or concerns you may have.

Most importantly, HAVE FUN and Thank You for your hard work!

EMERGENCY CONTACT PHONE NUMBERS:

Emergency Response (police, fire, rescue)	911
Sherriff	252-830-4142
Poison Center	800-848-6946
Real Crisis Center	252-758-4357
Will Pack (Homebuilding Superintendent)	252-717-7387
Andy Brown	252-717-5684
Habitat Office	252-758-2947

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