

## Scaffolding Safety

- Scaffolding should be placed only on solid, level footing. Dig down if necessary. Don't stack loose material (scrap lumber, bricks, concrete blocks, etc.) under scaffolding legs to level. Use leg-leveling devices provided with the scaffolding.
- Make sure that walk boards are fastened securely and are adequate for the number of workers on the scaffolding.

## Sheathing Safety

- There are only two places for your hammer—your hand or your tool belt!
- Those working on the roof will need to be aware of those working underneath them.
- A hammer left on top of a ladder or a roof can easily fall and leave a lasting impression on someone below.
- Make all plywood cuts on the ground and pass them to those working on the roof.
- Take breaks frequently and drink plenty of water.
- Work in teams when lifting plywood sheets onto the roof — with several pushing from below and several more pulling it onto the roof.
- Wear safety glasses, earplugs and dust masks when cutting.

## Siding Safety

- Review ladder or scaffold safety.
- Review circular saw safety if being used.
- Use safety glasses when cutting with power tools and nailing.

## Window and Door Safety

- Work within a comfortable distance from the ladder. If the distance is too great, move the ladder.
- Make sure someone holds each window or door in place until it is permanently secured.
- Do not use window openings as ladders.



## Habitat Safety Checklist

*Welcome! Thank you for thinking about Habitat and the low income working families who are so in need of decent housing. We hope you have fun and learn something today.* —Donna Deutchman, CEO

## For New Volunteers

Because you are new to our construction site, we ask that you follow directions of our site super for new volunteers—

- No working on ladders, roofs, or at heights above 10 feet please.
- No working with power saws, drills or other dangerous power tools; etc...
- No working with special paints, glues or other hazardous chemicals.

## Personal Safety

- Hard Hats – at all times
- Safety shoes – at all times
- Safety glasses – when sawing or when other eye hazards are present
- Do not lift beyond your strength. Bend your knees and lift with your legs.

## Before You Begin

Know locations of:

- 1st aid kit and drinking water
- Bulletin board with emergency numbers & information
- Telephone

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- Fire extinguishers & other safety equipment
- Location of Hazardous Materials and MSDS's
- Emergency response procedures and designated safe gathering area

## General Safety Guidelines

- Speak up if something looks unsafe. An observer can spot danger quicker than a worker.
- Know where the drinking water and the firstaid kit are located.
- Tell the site supervisor and volunteer director immediately in the event of an injury.
- Select the correct tool for your work. Carry only those you need.
- Think and concentrate on your task.
- If you are uncertain about how to do a task, or how to operate a tool, ask your crew leader or Habitat staff for assistance.

## Tools & Equipment

- Check tools & cords for damage before you use them
- Make sure all safety guards on tools are in place & working
- Check ladders for damage & use them properly
- When lifting heavy materials – “bend the knees not the back”
- Don't use power tools if you haven't been trained to use them
- Select the correct tool for your work. Carry only those needed.
- If you are uncertain about how to operate a tool, ask your crew leader or Habitat staff for assistance.

## Fall Protection

Every volunteer has a responsibility to make sure that guardrails or a personal fall protection system is in place and secured when:

- working on the roof
- any time you are working above 10'
- painting the house above reach level

Never attempt to assist with trusses.

## Insulation and Drywall Safety

- Wear long sleeves, long pants and avoid contact with skin.
- Retract the blade of a utility knife when not in use and Keep fingers clear of the cutting path.
- Use safety glasses and a dust mask when cutting outlets and light fixtures.
- Do not assume that everybody else is holding the sheet of drywall. Make sure it is held in place until firmly secured.
- Use safety glasses, particularly when working on ceilings.

- Know where your extension cords are to avoid falls.
- When cutting drywall for door and window openings, make sure that no one is near the other side of the wall.

## Framing Safety

- Watch for pipes that may be protruding from the floor slab or deck.
- Remove all nails from discarded lumber.
- Watch out for wall bracing to avoid head collisions.
- When carrying 2" x 4"s, do not make sudden turns without checking behind you.
- Work in teams when lifting plywood/OSB.

## Ladder Safety

- Use a ladder that will reach the work.
- An extension ladder should extend three feet (3') above the step-off point.
- Move the ladder with your work. Avoid overreaching. The base of an extension ladder should be 1' out from the wall for every 4' of height.
- Place stepladders on solid, level footing.
- Don't work at a height beyond which you are comfortable.

## Nailing Safety

- Hold the nail until it is firmly started in the wood; otherwise it could suddenly fly out and hit someone.
- Wear safety glasses.
- Be aware of the surroundings. Do not start swinging without checking to be sure you will not catch someone on the “back swing.”

## Roofing Safety

- Do not step back to admire your work! Be aware of your surroundings.
- Take care when handling drip edge. Edges are sharp.
- Take care when walking around the roof. Sweep periodically to remove loose gravel and debris.
- Retract utility knife blades when not in use.
- Make sure that hands are clear of the path of a utility knife. They can cut deeply very fast.
- Be aware of those working on the ground and be careful of where things are placed. A hammer or utility knife can easily slide off.
- Take frequent breaks and be sure to drink plenty of water.