

Safety Meeting for July 2025

Topic : PNEUMATIC (Air) TOOL HAZARDS

Introduction: I BET YOU DIDN'T KNOW that U.S. Consumer Product Safety Commission and National Institute of Occupational Safety and Health data indicate that about 37,000 people go to emergency rooms every year with injuries from air tools and nail guns. Problems arise when a small scratch, cut, or puncture wound becomes infected. And unless properly cared for, cleansed, or protected, it can cause lockjaw, blood poisoning, or introduction of dangerous organisms into the bloodstream.

What must an employee know: When using a nail gun, grinder, or other air tool, safety procedures must be followed to prevent injuries. When used properly, air tools can make a difficult job easy. But when they are misused, severe injuries will occur. Take the time to train all employees on the safe use.

- ❑ Use extreme caution when using an air tool around other workers.
- ❑ All operators must review the owner's manual and understand the directions for the specific tool.
- ❑ Use the specified pressures from the manufacturer for the tool.
- ❑ Always wear safety glasses when operating any air tool.
- ❑ For nail guns
 - Do not touch the trigger unless firing the tool against a workpiece.
 - Never point the tool at anyone. Treat the tool like a firearm and assume it's loaded.
- ❑ Disconnect the air hose before clearing a jam or making adjustments on any air tool.
- ❑ Keep your free hand safely out of the way of the tool. Do not use it to hold a part near the impact point.
- ❑ Secure the hose when working on scaffolding or ladders to prevent the weight of the hose from dragging the tool off.
- ❑ Never try to remove any objects from an eye with a sharp instrument.
- ❑ A deep puncture wound is perhaps the most likely to become infected; this is even more likely than the torn edges of a laceration.
- ❑ Use first aid procedures or seek medical help to prevent infection.

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\$AFETY PAYS

SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: PNEUMATIC (Air) TOOL HAZARDS

Employees present:

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MEETING CHAIRED BY: _____

Safety Meeting for August 2025

Topic : PROPER LIFTING TECHNIQUES

Introduction: I BET YOU DIDN'T KNOW that the majority of work-related injuries in our industry involve the back. This is often a result of improper lifting. Improper lifting can cause an immediate back problem or can contribute to accumulated trauma and an eventual injury.

Background: The spine is made up of many small bones called vertebrae. In between each vertebra is a disc that acts like a cushion between the bones. Improper lifting can place undue pressure on the discs, causing them to be displaced and re-shaped, and put pressure on the nerves in the spinal column. This results in pain that can be quite severe and may require, at the least, rest; at the worst, surgery.

What must an employee know: When a person is standing straight, the back supports approximately 80% of the body's weight. In the case of a 200-pound person, the back is supporting approximately 160 pounds. When we bend at the waist, the weight that the back must support increases by six times (160 pounds X 6 = 960 pounds).

If we lift while bent over, the weight we lift is magnified by 6 times. A 45-pound weight, therefore, would cause the back to lift the equivalent of 270 pounds ($6 \times 45 = 270$). This 200-pound person, bending at the waist, lifting 45 pounds, is actually putting the stress of 1230 pounds on his back. (960 pounds + 270 pounds = 1230).

The technique of proper lifting:

- Warm up before lifting; stretch with side and back bends.
- Let your abdomen, legs, and buttocks do the work.
- Look for slip, trip, and fall hazards that your load must follow.
- Get close to the load and place your hands under the load.
- Bend your knees with feet slightly spread apart for balance.
- Keep head, shoulders, and hips in a straight line. Do not twist. To change the direction of a load, turn your entire body, including your feet.
- Lift the materials with your legs while holding them tightly. Make sure you keep a good balance.
- When the load is too heavy, GET HELP.
- Push, rather than pull, a load.
- Use lifting equipment for heavier loads (forklift, hand truck, lift gate, pallet jack).



People who lead an inactive lifestyle are more prone to back injury. Walking, stretching, and light weight lifting exercises will help to strengthen the back and abdominal muscles, which will better prepare the back for the lifting that must be done. Consult your physician before beginning an active exercise program.

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SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: Proper Lifting Techniques

Employees present:

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MEETING CHAIRED BY: _____

Safety Meeting for September 2025

Topic: NEAR MISS – THE ONE THAT ALMOST HAPPENED

Introduction: I BET YOU DIDN'T KNOW that a "near miss" as defined by Webster is: "A result that is nearly, but not quite, successful." What does this mean to our industry? It simply means that a serious accident *almost* occurred. Someone trips over a pallet, but doesn't fall. Two forklifts *almost* collide at a corner. A tool is dropped, but toes are missed...this time.

Background: Statistics tell us that for every 300 near misses, there is one serious injury. According to the Bureau of Labor Statistics, 4.2 million recordable injuries occurred last year. If we multiply each injury by 300, the result is 1.2 billion *near misses* a year. This equals about 9.5 near misses per worker. So what does this tell us about accidents? Look at the figures. If you reduce the number of near misses, probability tells us you will then reduce the number of injuries that happen.

What must an employee know: The Same Things That Cause Accidents Cause Near Misses:

Unsafe acts, such as improper lifting, walking under an overhead load, cutting, grinding, or chipping without safety glasses, not using proper Personal Protective Equipment, etc.

Unsafe conditions, such as poorly maintained equipment, oil or grease on floors, welding leads that have been laid in walkways, trash and boxes that have been left in hallways, etc.

Hurrying and taking risks to get a project done faster, or to wrap up a job at quitting time.

Distractions or not concentrating on the task that is being performed.

Report Near Misses *Before* They Become Accidents:

Once a near miss occurs, report it immediately to the nearest foreman or supervisor. The potential for such incidents exists throughout the workplace, so all employees—not just supervisors—must help identify them.

If the near miss is a result of an unsafe condition, don't continue to work under that condition until the problem has been corrected and your supervisor gives the okay to proceed.

If the incident is a result of unsafe acts, be certain that everyone involved has been alerted to their actions before they continue with the job.

Near Misses Are A Warning:

Letting a near miss go unreported provides an opportunity for a serious accident to occur. Correcting these actions or conditions will enhance the safety within your facility and provide a better working environment for everyone involved. Don't let yourself or coworkers become statistics--report near misses to your supervisor.

Prevent an Accident That's About To Happen!

\$AFETY PAYS\$

SAFETY MEETING AGENDA

COMPANY NAME: _____

DATE: _____

Open Meeting & Present safety topic: Near Miss - The One That Almost Happened

Employees present:

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