

>> TOOLBOX TALK - Habits in the Workplace

Explain dangers of bad habits

Bad habits can be more than just annoying - they can threaten the health and safety of yourself and/or those you work with. They can also serve as bad examples for others and/or lead to tension among various people in the workplace. On the other hand, good habits can lead to safer, more productive work, and a more enjoyable work environment.

Provide examples of bad habits sometimes seen in the construction industry

When discussing this topic it's important to stress that the following examples of bad habits are sometimes seen in the construction industry and are not necessarily happening at your worksite, but are still worth mentioning as a means to create awareness and prompt discussion.

Examples (and some possible consequences) of bad habits that could turn grave:

- poor housekeeping (trips, slips and falls);
- not marking and capping rebar and other protruding materials (skin piercing, impalement);
- improper handling, storage and/or labeling of workplace hazardous materials (skin irritation, blindness, inhalation of toxic fumes, brain damage);
- not using safety guards on power tools (cuts, loss of limbs);
- taking off safety glasses '*just for a moment*' then forgetting to put them back on (object imbedded in eye, blindness);
- skipping or ignoring equipment inspection and maintenance checks (consequences too numerous and varied to mention)

Stress the importance of reporting all near misses.

Reflect on habits - both good and bad

Ask each person attending the toolbox talk to take a moment to reflect on their own habits, both good and bad, that could have a positive or negative impact on themselves or others they work with. Ask if anyone wants to share some of their own examples.

Record ideas on how some bad habits could be turned into good habits.

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Complete and attach Toolbox Talk Meeting Form and process as per company policy.

TOOLBOX MEETING FORM

Date: _____ Project: _____

Supervisor: _____ No. in Crew: _____ No. Attending: _____

Review Last Meeting:

| | Names of Attendees (Signature Required) |
|---|--|
| Topics Discussed (policies, practices, procedures, hazard assessment): | |
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| Suggestions Offered: | |
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| Action(s) to be Taken: | |
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| Injuries/Accidents Reviewed: | |
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| | |

Supervisor's Remarks: _____

Signature: _____