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Date: May 18, 2020		EMAIL YOUR SIGN-IN SHEET IN TO THE OFFICE AFTER THE MEETING	
Project Number#	Job Name:	Person Conducting Meeting:	

7 Reasons Why

It is important that we do not take shortcuts in safety. It is not good enough to just to a pretty good or fair job of providing a safe work place. Safety procedures must be followed precisely and done completely to be effective. If you are unsure of the proper safety procedures required for a task on your job it is your responsibility to find out what is required. Discuss the issue with your foreman and in the event that the foreman is unsure contact Mike Sturgeski for a Site Specific Plan. Make sure your co-workers are following the instruction we have received. We are continuing adding new employees and it will be the responsibility of all of us to insure that they understand Olympic's safety procedures.

Last week's Bonus Question: If your temperature exceeds 100.4 degrees, what should you do?

Answer: Stay home and contact foreman.

Inspect your equipment (*scaffold, aerial lifts, ladders, fall protection, electrical cords, etc., etc.*) prior to the start of each work shift.

For **inspection packets or repair tags** call **Dave Sangren @ (612) 644-3136** to have some delivered to your jobsite.

Any questions give Sturg a call (612) 221-8603

PLEASE PRINT YOUR NAME

(Foreman review sheet, verify crew members names are legible)

Visit our website: www.olympiccompanies.com

Comments:

**** See COVID-19 updates on Olympics' Facebook page, Olympics' website or inside your payroll check ****

Record to beat 378 days!!!

As of May 14, 2020 we have worked 217 days without a Lost Time Injury.

We have safely worked 30,892 hours towards our ATV goal of 150,000 hours!

Toolbox Talks winner for last week: **Marlin Miller @ EcoLab, Don Kolhoff @ School of Rock & Emmanoel Hernandez @ 240 Park Ave.**

This week's Bonus Question: **What are the 7 most common causes of accidents?**

Hint: **See backside of Tool Box Talk**

"Building a Safer Place to Work" one week at a time.

SEVEN COMMON ACCIDENT CAUSES

Consider this statistic: 80 out of every 100 accidents are the fault of the person involved in the incident. Unsafe acts cause *four times* as many accidents & injuries as unsafe conditions. Accidents occur for many reasons. Most people tend to look for "things" to blame when an accident happens, because it's easier than looking for "root causes," such as those listed below. Consider the underlying accident causes described. Have you been guilty of any of these attitudes or behaviors? If so, you may have not been injured-but next time you may not be so lucky.

- **Taking Shortcuts:** Every day we make decisions we hope will make the job faster and more efficient. But do time savers ever risk your own safety, or that of others on our crew? Short cuts that reduce your safety on the job are not truly shortcuts!
- **Being Over Confident:** Confidence is a good thing. Overconfidence is *too much* of a good thing. "It'll never happen to me" is an attitude that can lead to improper procedures, tools, or methods in your work. Any of these can lead to a trip to the clinic.
- **Starting a Task with Incomplete Instructions:** To do the job safely and right the first time you need complete information. Have you ever seen a worker sent to do a job, having been given only a part of the job's instructions? Don't be shy about asking for explanations about work procedures and safety precautions. It isn't dumb to ask questions; it's dumb not to.
- **Poor Housekeeping:** When our General Contractors, OSHA or our Insurance Company walk through our work sites, housekeeping is an accurate indicator of everyone's attitude about quality, production and safety. Poor housekeeping creates hazards of all types. A well-maintained area sets a standard for others to follow. Good housekeeping involves both pride and safety.
- **Ignoring Safety Procedures:** Purposely failing to observe safety procedures can endanger you and your co-workers. You are being paid to follow the company safety policies. Being "casual" about safety can lead to a serious injury!
- **Mental Distractions from Work:** Having a bad day at home and worrying about it at work is a hazardous combination. Dropping your 'mental' guard can pull your focus away from safe work procedures. You can also be distracted when you're busy working and a friend comes by to talk while you are trying to work. Don't become a statistic because you took your eyes off the machine "just for a minute."
- **Failure to Pre-Plan the Work:** There is a lot of talk today about Job Hazard Analysis. JHA's/Morning Huddles/Pre-Task Planning are an effective way to figure out the smartest ways to work safely and effectively. Being hasty in starting a task, or not thinking through the process can put you or a co-worker in harm's way. Instead, "***Plan Your Work and then Work Your Plan!***"

"It is better to be careful 100 times than to get killed once." (Mark Twain)