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August 24, 2020		EMAIL YOUR SIGN-IN SHEET IN TO THE OFFICE AFTER THE MEETING	
Project Number#	Job Name:	Person Conducting Meeting:	

Housekeeping

Good housekeeping prevents accidents and makes it easier to put our work into place.

- 01) Store materials in their proper area. If you are completed in an area, return leftover material back to the main storage area. Do not leave it there for someone else to trip over.
- 02) Request a trash cart in your area. The more debris in the cart, the less that is on the floor.
- 03) Request that the GC locates that the dumpster be located close to the building so it will get used.
- 04) Roll up your electrical cords periodically so they do not become a tangled mess that someone could trip over.
- 05) Make sure hallways and stairways are clear so that in case of an accident, emergency crews can make their way through.

Last week's Bonus Question: Where do we keep extra hearing protection supplies on this jobsite?

Answer: Answers varied on the location of extra PPE on each project. However, all response stated to see foreman for any safety products.

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.

Please call Dave if your jobsite is in need of hand sanitizer, bleach cleaner, masks, etc.

Any questions/concerns, please 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 August 20, 2020 we have worked 13 days without a Lost Time Injury.

We have safely worked 18,944 hours towards our ATV goal of 150,000 hours!

Toolbox Talks winners for last week: **Matt Muchow & Adam Gulczinski @ Abel-Conn,**
Joe Fuller @ 240 Park Ave Apts. & Luke Juedes @ Scaffold Crew

This week's Bonus Question: How many boxes of sweeping compound are on this jobsite?

Hint: See Foreman

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

PLEASE KEEP YOUR WORK AREA CLEAN!!!



SPREAD SWEEPING COMPOUND BEFORE
GRABBING THE BROOM

**Your Job Is Not
Complete Until
Your Work Area Is**
Clean