



DAILY PRE-TASK PLAN

“PLAN YOUR WORK - WORK YOUR PLAN”

PROJECT NAME/JOB NUMBER:

TASK DESCRIPTION:

CONTRACTOR/SUB:

DATE:

FOUSHÉE CONTACT:

SUPERINTENDENT/FOREMAN:

COMPETENT PERSON:

LOCATION:

PERMITS:

- Dig Safe
- Good Faith Survey
- Silica Work Plan
- Trench
- Crane Lift Plan
- Plans/Designs/Data Available
- Training Certification/Documentation on File
- Hot Work
- LOTO
- Other
- Confined Space
- Engineering Required

COMPLETE CHECKLIST PRIOR TO BEGINNING NEW TASK. ALL ITEMS MUST BE ADDRESSED PRIOR TO WORK. SIGNATURES:

HAZARD CONTROL MEASURES:

- Reviewed with Crew?
- Competent Person On-Site?
- SDS Reviewed with Crew?
- Coordination Necessary with Other Trades?
- Barricade/Signage in Place?
- Area House Kept?
- Overhead powerlines: voltages and distances known?
- Security/fence in place?

****MINIMIZE OR ELIMINATE HAZARDS THROUGH ENGINEERING CONTROLS, I.E., WET METHODS, VENTILATION, BARRIERS, TOOLS, EQUIPMENT**

REQUIRED PPE:

- Hard Hat
- Gloves
- Respirator
- HI Visibility Vest
- Safety Glasses
- Work Boots
- Face Shield
- Goggles

ASSOCIATED WORK HAZARDS:

- Asbestos
- Lead
- Silica
- Carbon Monoxide
- Changes in Grade
- Chain-Handling
- Confined Space
- Flying Debris/Grinding
- Slips/Trips/Falls
- Electrical Hazards
- Elevated Work
- Environmental Hazards
- Awkward Body
- Falling Objects
- Fumes/Vapors
- Steam
- Access/Egress
- High Voltage Power Lines
- Inadequate Ventilation
- Open Hole
- Pinch Points
- Repetitive Motion
- Rotating Equipment
- Moving Equipment
- Congested Areas
- Cranes in Area
- Inadequate Lighting
- PPE Inspected
- Overhead Work
- Excessive Noise
- Housekeeping
- Pneumatic Tool Use
- Chemicals
- Vehicle Traffic
- Twisting/Bending
- Line of Fire

NOTES:

FALL PROTECTION PLAN (Equipment & Method):

- Fall protection required at elevations 4' or more.
- Competent person has inspected equipment prior to use
- Vertical/horizontal life line
- 100% tie off with full body harness
- Lanyard, deceleration device
- Anchor point identified by competent person
- Written fall protection plan in place for fall hazards of >= 10'
- Guard rails in place

**** MEANS OF EMERGENCY RESCUE:**

SCAFFOLDS/LADDERS:

- Competent person has inspected scaffold before use and signed/dated inspection tag
- Inspect all ladders before use
- Ladders are secured top/bottom

CONFINED SPACE ENTRY:

- Competent person on-site to evaluate entry
- Confined space entry permit filled out
- fork lifts/heavy equipment/aerial lifts:
 - Trained/qualified/certified
 - Inspect equipment prior use
 - Alarms functional, fire extinguisher, seat belt, spotter as required

TRENCH/EXCAVATION ENTRY:

- Daily trench/excavation inspection checklist signed by competent person
- Protective system installed at 4 ft
- Egress/ladders every 25 ft of travel
- Spoils at least 2 ft away from trench edge

CRANES & RIGGING:

- Crane lift plan completed
- Pre lift crane meeting
- Certified operator, rigger, signaler
- Rigging inspected and set up by competent person
- Designated Lift Director