

**SILVERWOOD LANDSCAPE
EMPLOYEE SAFETY TRAINING**

EMPLOYEES IN ATTENDANCE

SAFETY INSTRUCTOR Richard Retana Date: 9/23/19

TRANSLATOR " " Time: 10:00 am

JOB SITE Terra Models

TOPICS Electrical Safety, Power Tools&Hand Tool Safety, Emergency Procedures, Fire Prevention, Rigging Safety

Print Name:

Signature:

Ruben Vargas

[Signature]

Zenon Martinez

[Signature]

Renaldo Delgado A.

[Signature]

Mirca Hernandez

HD

Jorge Serapio

[Signature]

pedro BELTRAN

PB

Sergio Tolentino

Sergio Tolentino

Instructor Name (Please Print): Richard Retana

Instructor Signature: [Signature]

SAFETY MEETING MINUTES

DATE:

TIME:

CONDUCTED BY:

CONDUCTED FOR:

SILVERWOOD LANDSCAPE

SUBJECTS DISCUSSED:

RIGGING

- 1. Company Policy on Safety**
- 2. Rigging Equipment Characteristics**
- 3. Inspection Requirements and Procedures**
- 4. Operating Practices for Slings**
- 5. Cause and effect of sling angle**
- 6. Sling Tension Quick Check Procedures**
- 7. Proper load balance and control**
- 8. Using choker hitches at proper angles**
- 9. Using lift attachments**
- 10. Selection of different rigging configurations**
- 11. Selection of proper rigging hardware**
- 12. Eye Bolts**
- 13. Swivel Hoist Rings**
- 14. Shackles**
- 15. Standard Bolt**
- 16. Web Sling**

(Continued)

17. Round Sling
18. Hooks
19. Proper Selection of Slings type and materials
 - Chain, Wire Rope, Synthetic Web & Round slings
20. Damage and Defect Detection procedures
21. Removal Criteria for all rigging material
22. Sling Do's and Don'ts
23. Inspection procedures
24. Proper Storage and Maintenance of Slings
25. Review of Injuries

Reviewed prior injuries and close calls for last quarter. Discussed what new procedures and policies can be implemented to prevent recurrence.

26. Review of Employer & Employee Responsibility

Discussed that it is responsibility of *Company Name* to provide the safest possible environment for its employees, and that it is the responsibility of the employees to be accountable for their own safety by adhering to the Code of Safe Practices for their job and by abiding by the safety rules and regulations of the Company.

RECOMMENDATIONS:

- 1.
- 2.
- 3.

APPROVED BY:

SAFETY INSTRUCTOR
SAFETY COMPLIANCE COMPANY

DATE

CHAIN SLING INSPECTION FORM				AREA:		PROPERTY:	
				DATE:		INSPECTOR:	
SLING	SERIAL NO.	SIZE	LENGTH/REACH	TYPE	CONDITION CODE	COMMENTS	ACTION
1							
2							
3							
4							
5							
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25							
CONDITION CODES	CONDITION	ACCEPTABLE		PRESENT AND SHOULD BE MONITORED		EXCESSIVE	
	INNER LINK WEAR BENT LINK STRECHED CHAIN GOUGES HEAT DAMAGE CUTS OR NICKS CONDITION OF END FITTINGS	A B C D E F G		AM BM CM DM EM FM GM		AX BX CX DX EX FX GX	

SYNTHETIC SLING INSPECTION FORM				AREA:		PROPERTY:	
				DATE:		INSPECTOR:	
SLING	SERIAL NO.	MFG.	STOCK NO.	WIDTH/ LENGTH	CONDITION CODE	COMMENTS	ACTION
1							
2							
3							
4							
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CONDITION CODES	CONDITION	ACCEPTABLE		PRESENT AND SHOULD BE MONITORED		EXCESSIVE	
	WEAR/ABRASION BROKEN STITCHES HEAT DAMAGE CHEMICAL DAMAGE HOLES OR TEARS CUTS OR SNAGS CONDITION OF END FITTINGS	A B C D E F G		AM BM CM DM EM FM GM		AX BX CX DX EX FX GX	

WIRE ROPE SLING INSPECTION FORM				AREA:		PROPERTY:	
				DATE:		INSPECTOR:	
SLING	SERIAL NO.	SIZE	LENGTH/REACH	TYPE	CONDITION CODE	COMMENTS	ACTION
1							
2							
3							
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6							
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24							
25							
CONDITION CODES	CONDITION	ACCEPTABLE		PRESENT AND SHOULD BE MONITORED		EXCESSIVE	
	WEAR/ABRASION BROKEN WIRES HEAT DAMAGE CORROSION KINKS/DOG LEGS EYE DEFORMATION CONDITION OF END FITTINGS	A B C D E F G		AM BM CM DM EM FM GM		AX BX CX DX EX FX GX	

RIGGING TEST

Name _____

Date _____

1. T or F Anyone can attach rigging and lift loads.
2. T or F Rigging Components and Material lifted must be reviewed to determine proper rigging for precise load weight of material being lifted.
3. T or F Periodic inspections are required of rigging equipment but not each time before use.
4. T or F Balance of load and center of gravity are a key component of rigging.
5. T or F The angle of slings makes no difference to capacity.
6. T or F Tag Lines should be used to guide loads that maybe twisting or exposed to wind.
7. T or F Rigging components must be clearly labeled for capacity.
8. T or F Manufacturers charts for capacity and application must always be considered when using rigging.
9. T or F Slings of any type must be protected from sharp edges.
10. T or F Hands with jewelry can be placed between the sling and the load while tightening.
11. T or F A hitch basket is passed under the load and connected above the load.
12. T or F A Hitch Chocker is a load with a sling that passed through one end and suspended by the other.
13. T or F Vertical Hitch is a load suspended vertically with a single part or leg of sling.
14. T or F 1000 Pounds rated sling set-up on a load at a 60 degree angle increases capacity to 2000 pounds.
15. T or F A 1000 pound sling at a 30 degree angle has the capacity to lift 866 pounds.
16. T or F If a wire sling has birdcage damage it now can be used at 50 percent less its listed capacity.
17. T or F Synthetic slings with cuts and showing a red line are considered defective and should be disposed of in a manner that it could not be used again.
18. T or F Only Grade 8 or better chain can be used for lifting.
19. T or F Synthetic Rigging can be stored on the ground as long as it's away from vehicles.
20. T or F Pads, chaffing guards, softeners, and blocking can be used to prevent cutting of a sling.

Please proceed to the practical testing portion of the rigging examination

(All questions and answers reviewed with attendees)

RIGGING EVALUATION

Date conducted _____ Location _____

Rigging performed by _____

List Safe or Unsafe behaviors observed (Circle one)

- S/U Personal Protective Equipment in use
- S/U Proper positioning and hands clear while securing rigging
- S/U Clean work area and lift safety area established
- S/U Rigging inspected prior to use
- S/U Proper rigging for weather and job site conditions
- S/U Capacity of rigging and all connection parts evaluated and available
- S/U Rigging selection appropriate for load and sling angle
- S/U Load weight determined
- S/U Swing barricade established
- S/U Load is balance and secured
- S/U Center of Gravity determined
- S/U Sling Securely attached and protected from cutting or damage
- S/U Initial low load test performed

Comments

Date reviewed with employee _____

Pass _____ Fail _____

Signature of Evaluator _____ Date _____

**HOISTING AND RIGGING PROGRAM
CRITICAL LIFT PLAN**

The following applies on all critical lifts:

- Requires review and approval by the Hoisting and Rigging Review Team.
- Only trained and qualified personnel will be used when making critical lifts.
- Requires rigging sketches/drawings or revisions.
- A pre-lift meeting will be conducted involving all participants to review the approved lift plan and resolve any questions.

Presented by: _____ Date: _____ Phone: _____

1. Item(s) to be lifted: _____

Scheduled lift date: _____ Location of lift: _____

Describe lift, including weight, key dimensions and center of gravity; develop and attach rigging sketches in detail appropriate to the complexity of the lift. (Add attachments as necessary.)

Is a trial lift required? Yes No

Does the lift consist of a hazardous or contaminated material? Yes No

If Yes, identify:

2. References: OSHA 29 CFR 1926

3. Hoisting Equipment:

Type: _____

Manufacturer: _____

Model: _____

Capacity: _____

Serial: _____

Date of latest annual inspection: _____

Latest calibration date of instruments: _____

4. Rigging and below the hook hardware: *

Note: Prior to use, hardware must be labeled with the manufacturer's name, lifting device, weight, serial number, and rated capacity.

Type of slings: _____ Rated capacity: _____ Weight: _____

Shackles: _____

Lifting rings/eyebolts: _____

Rigging hooks: _____

Load block/jib: _____

Spreader bars/Below the hook lifting devices Rated capacity: _____ Weight: _____

Total weight (Rigging equipment, below the hook hardware, & crane attachments):

Weight load to be lifted: _____

Total weight: _____

5. Equipment and lift relationship:

A. Maximum operating radius: _____

B. Planned operating radius: _____

C. Allowable load at maximum lift radius: _____

D. Ratio of lift to allowable load: _____

- E. Clearance between point sheaves and load: _____
- F. Clearance to surrounding facilities/utilities: _____ anticipated (from load chart): _____
- G. Clear path for load movement: _____

6. Stability of ground area:

- A. Soil bearing capacity has been evaluated to be adequate: _____
- B. Evaluation Method Visual Other: _____
- C. Mats required size & number: _____
- D. Reviewed Underground Construction location: _____

7. Weight of item obtained by:

- A. Certified weight scale: _____
- B. Calculated independently by more than one source: _____

- 1. Source: _____ Weight: _____
- 2. Source: _____ Weight: _____

C. If lift is an existing item (being removed or demolished), the weight must be recalculated, taking into account all modifications, including internal, as well as an allowance for scale, sediment, sludge, and insulation. Calculation worksheets SHALL be included in the LIFT PLAN and have a Professional Engineer stamp or be signed off by a QUALIFIED PERSON. (When weights are calculated, a 10% tolerance margin shall be added. This value may be increased at the discretion of the Hoisting and Rigging Team.)

D. Shippings manifests weight: _____ Manufacturer data weight: _____

8. Task Specific Job Hazard Evaluation Completed: Yes (Required) Attach copy

9. Safety Considerations:

- Communication utilized during lift (e.g., hand signals, radio): _____
- Powerlines: _____
- Tag lines to be used: Yes No

10. Special instructions: Yes (list below) No

11. Approvals:

Hoisting and Rigging Team - signatures and date

- 1. _____ 4. _____
- 2. _____ 5. _____
- 3. _____ 6. _____

Date: _____

Pre-lift inspection to be completed before beginning the lift:

- Total weight of lift including rigging and below the hook hardware: _____
- Pre-use inspection of hoisting equipment (documented): _____
- Pre-use inspection of rigging and below the hook hardware: _____
- Dimensions, center of gravity, and arrangements in accordance with attached rigging sketches: _____
- Footprint area for crane setup has been reviewed for underground hazard: _____
- Mobile crane set up with outriggers fully extended, pads on solid footing, tires clear of ground and crane level: _____
- Trial lift complete (when specified in Section 1): _____

Comments:

Person-in-Charge Name: _____ Date: _____

***PIC must be present during entire critical lift and be qualified to resolve any questions or problems that may arise during the lifting operation.**

The following hoisting and lifting personnel (HLP) have attended the pre-lift meeting, reviewed the approved lift plan, and understand the procedure and equipment to be used:

HLP signatures: (Attach additional signature sheet if necessary)

- | | |
|----------|-----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |
| 5. _____ | 10. _____ |

Person-in-Charge Signature: _____ Date: _____