# Toolbox Topics: Annual Training Documentation

**ALL EMPLOYEES ARE REQUIRED TO PRINT & SIGN**

**Date:** May 2020

**Plant #:** ____________

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**WEEK 1: Concrete Burns**

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**WEEK 2: Safety Practices for Workers**

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**WEEK 3: Driver Responsibility Safety Handout**

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**WEEK 4: Pump Jobs & Overhead Power Lines**

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CONCRETE BURNS

When working with fresh, wet concrete there is always the potential for concrete to come into direct contact with your skin and eyes. Concrete has a pH of around 12-13 and can lead to skin irritation, severe chemical burns, or serious eye damage. Leaving fresh, wet concrete on you as you work will cause your skin to burn from the abrasion in the concrete and the chemicals. PPE will help prevent injuries associated with working with concrete.

Employees cannot rely on pain or discomfort to alert them to cement burns because cement burns may not cause immediate pain or discomfort. By the time an employee becomes aware of a cement burn, much damage has already been done. Cement burns can get worse even after skin contact with cement has ended.

Symptoms include: redness, itching, dryness, blisters, scabs, pain, and dead or hardened skin.

First-Aid Measures & Solutions

- Wear PPE: safety glasses, long sleeve shirt/pants, boots, and gloves when working with concrete.
- Immediately flush skin with cool, clean water after contact.
  - Add vinegar to the water, which can help stop the burn. This will neutralize caustic residues of cement on the skin.
  - Use pH-neutral soap
  - Avoid lotions, petroleum jelly, and creams. These can trap contaminants against the skin, worsening problems. Many creams and lotions have lanolin, which triggers allergic reactions in some people.
- Spray skin with Neutralize Safety Solution spray bottle available for employees that will decontaminate and neutralize burning effects of wet cement and hexavalent chromium on human skin. – Contact me if your plant needs this.
- Flush eyes for a minimum of 15 continuous minutes.
- Drum Chipping: vitally important you wash yourself off properly to prevent concrete burns.

ALWAYS wear the proper PPE to stay safe when working around concrete!

Your Skin on Cement
Irritation, Burns, and Dermatitis

CAUSE
Your skin's exposure to the drying chemicals in cement production.

66% of Texas cases involving missed days of work from wet cement were from chemical burns

EFFECT
Untreated skin is subject to:
- Blistering
- Swelling
- Bleeding

The HYGROSCOPY PROCESS
In order to harden, cement draws water away from anything that has moisture, such as wet clothing, skin, or tools.

Prevention

OSHA recommends that workers who handle cement should wear proper PPE

Safety Eyeewear
Long Sleeve Shirt
Liquid/Chemical Resistant Gloves
Coveralls or Pants
Rubber Boots

Seek Immediate Medical Attention Right Away!

Multiple periods of prolonged exposure can lead to a long term sensitivity to the chemicals in cement called Allergic Contact Dermatitis

1st, 2nd, and 3rd degree burns can form, requiring a drastic response, such as skin grafts or even amputation.

4X as many days are lost to skin problems when compared to other construction trades

5 is the median number of work days missed

Treatment

Wash Hands
Change Out of Wet Gear
Wash Everywhere (Burns take hours to form)
Apply a Weak Acid (Like Vinegar)
CDC guidance for Critical Infrastructure workers who may have had exposure to a person with COVID-19 includes the following:
(Potential exposure defined as household contact or close contact within 6 feet within 48 hours of individual becoming symptomatic)

- Pre-screen prior to starting work.
- Regular monitoring.
- Wear a mask while in workplace for 14 days after last exposure.
- Social distance – stay 6 feet away!
- Disinfect and clean work spaces routinely.

**Personal Protective Equipment, Tools, & Supplies**

- DO NOT share PPE, tools, food, or other items that can be contaminated.
- DO NOT share hand tools (screapers, writing utensils, etc.); Disinfect tools before and after use.
- Utilize disposable gloves where appropriate; Wash hands after removing gloves.
- While delivering to job sites and exposed to customers – stay in the truck as much as possible. Maintain 6' social distance outside of truck.
- While outside the truck, use gloves as much as possible while handling chutes and other equipment.
- Clean and disinfect equipment used during a pour at a job site.

**Symptoms to be aware of:**

- Fever of 100.4 degrees or higher (must be fever free for 72 hours with no medication)
- Respiratory symptoms — cough and shortness of breath
- Vomiting, nausea, and/or diarrhea
- Headache, chills, and/or sore throat
- Loss of smell or lack of appetite

**Interim Guidance for Implementing Safety Practices for Critical Infrastructure Workers Who May Have Had Exposure to a Person with Suspected or Confirmed COVID-19**

To ensure continuity of operations of essential functions, the CDC advises that critical infrastructure workers may be permitted to continue work following potential exposure to COVID-19, provided they remain asymptomatic and additional precautions are implemented to protect them and the community.

A potential exposure means being a household contact or having close contact within 6 feet of an individual with confirmed or suspected COVID-19. The timeframe for having contact with an individual period includes the time of 48 hours before the individual became symptomatic.

Critical infrastructure workers who have had an exposure but remain asymptomatic should adhere to the following practices prior to and during their work shift:

- Pre-Screen: Employers should measure the employee’s temperature and assess symptoms prior to allowing work. Ideally, temperature checks should happen before the individual enters the facility.
- Regular Monitoring: As long as the employee doesn’t have a temperature or symptoms, they should self-monitor under the supervision of their employer’s occupational health program.
- Wear a Mask: The employee should wear a face mask at all times in the workplace for 14 days after last exposure. Employers can issue facemasks or approve employees’ supplied cloth face coverings in the event of shortages.
- Social Distance: The employee should maintain 6 feet and practice social distancing as work duties permit in the workplace.
- Disinfect: Clean and disinfect work spaces. Clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment routinely.

If the employee becomes sick during the day, they should be sent home immediately. Surfaces in their workspace should be cleaned and disinfected. Information on persons who had contact with the ill employee during the time the employee had symptoms and 2 days prior to symptoms should be compiled. Others at the facility with close contact within 6 feet of the employee during this time would be considered exposed.

Employers should implement the recommendations in the Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 to help prevent and slow the spread of COVID-19 in the workplace. Additional information about identifying critical infrastructure during COVID-19 can be found on the DHS CISA website or the CDC’s specific First Responder Guidance page.

**COVID-19 Guidance for the Construction Workforce**

OSHA is committed to protecting the health and safety of America’s workers and workplaces during these unprecedented times. The agency will be issuing a series of industry-specific alerts designed to keep workers safe.

When working in the construction industry, the following tips can help reduce the risk of exposure to the coronavirus:

- Encourage workers to stay home if they are sick.
- Allow workers to wear masks over their nose and mouth to prevent them from spreading the virus.
- Continue to use other normal control measures, including personal protective equipment (PPE), necessary to protect workers from other job hazards associated with construction activities.
- Advise workers to avoid physical contact with others and direct employees/contractors/visitors to increase personal space to at least six feet, where possible. Where work trailers are used, all workers should maintain social distancing while inside the trailers.
- Train workers how to properly put on, use, wear, and take off protective clothing and equipment.
- Encourage respiratory etiquette, including covering coughs and sneezes.
- Promote personal hygiene. If workers do not have immediate access to soap and water for handwashing, provide alcohol-based hand rubs containing at least 60 percent alcohol.
- Use Environmental Protection Agency-approved cleaning chemicals from List N or that have label claims against the coronavirus.
- To the extent tools or equipment must be shared, provide and instruct workers to use alcohol-based wipes to clean tools before and after use. When cleaning tools and equipment, workers should follow manufacturer recommendations for proper cleaning techniques and restrictions.
- Keep in-person meetings (including toolbox talks and safety meetings) as short as possible, limit the number of workers in attendance, and use social distancing practices.
- Clean and disinfect portable job site toilets regularly. Hand sanitizer dispensers should be filled regularly. Frequently-touched items (i.e., door pulls and toilet seats) should be disinfected.
- Encourage workers to report any safety and health concerns.

**Social Distancing**

![Social Distancing Image](Image)
DRIVER RESPONSIBILITY: JOB SITE SAFETY HANDBOOK

Each driver shall have the “Driver Responsibility” laminated sheet in the event you do not feel it is safe to do what a customer or contractor is asking that may cause a serious accident or injury, such as: unsafe access to enter/exit, damage to equipment, or may cause a mixer rollover. Drivers are instructed to contact their manager to assess the situation. As professional drivers, you are in control of all aspects of that truck and paid to be safe.

“The number one goal of Ideal Ready Mix is SAFETY. Keeping our employees, customers, and equipment in service is our top priority.

All drivers are trained and expected to perform in a professional manner at all aspects of their job, but in order to insure an uninterrupted service to customer we are initiating this program to allow our drivers to say “NO” to a situation that they do not feel comfortable with. If a driver doesn’t feel it is safe to do what a customer is asking, Ideal Ready Mix has setup a chain of command to ensure the customer gets a quality product in a safe manner. This allows us to continue to provide the quality service customers expect in the future.

If there is an issue on a job site, drivers are instructed to contact his/her Plant Manager to assess the situation. If that doesn’t solve the issue, then the Area Manager needs to be contacted. If still no solution, contact the Ideal Ready Mix President, Jay Johnson.”

JOB SITE SAFETY REMINDERS

Back: Use of a Spotter

IDEAL Drivers: Responsible for safely transporting concrete to our customers.
- Company Policy: required to have a spotter when truck is in reverse.
- Limited Vision: depend on our customers for help.
- If You Can’t See Them, They Can’t See You → Drivers are instructed to STOP.

CONTRACTORS Responsible for safely transporting our drivers into & out of the job site.
- Assign a Spotter to back our truck into the job site.
- Assist driver by getting truck in position for pour.

Concrete Washout

Contractors are responsible for providing a washout box or designated area for trucks to washout. Must be contained and located away from any water source or storm drain inlets → Ideal can be fined if we washout in any of these areas. Contact your manager if no washout area is provided.

DRIVING YOUR MIXER TRUCK TO THE JOBSITE

When you leave the public roads and enter a job site, you must take extra precautions to ensure the safety of yourself, your vehicle, and those around you. Always check with the contractor or owner of the property and ask them about any hazards you might encounter before proceeding.
- Check the site conditions thoroughly before entering a job site.
- Get Out and Look - Walk the terrain before driving in.
- Communicate with your fellow drivers about changing site conditions and alert one another to any hazards.
- Watch out for workers that may be in the expected path of your truck.
- Look for obstacles such as: gas meters, phone or electrical boxes, septic systems and low overhead wires.
- Get reliable help in backing into or out of tight spots.
- Follow safe backing procedures.
- Do not drive sideways on a hill.
- Avoid soft soil.
- Stay well clear of excavations that are not properly shored up. Stay as far away from an excavation as it is deep (1 to 1 ratio rule).

CIRCLE FOR SAFETY

If there are any unsafe conditions that you cannot “live” with, call your supervisor immediately.
DO NOT continue with job until the situation has been resolved to your satisfaction.
Pump Jobs & Overhead Power Lines

PUMP JOBS

When pouring concrete for pump truck jobs, its important you stay clear of the pump due to crushing, electrocuting, and projectile hazards as well as wearing the appropriate PPE — safety glasses, hard hat, & vest.

Electrocution Hazards – If the pump becomes energized and you are touching your truck or the pump, you could be electrocuted. Monitor the boom movements and alert the operator if the boom moves closer than 20 feet to any electrical wire.

PROJECTILE HAZARDS – Stay away when pipeline is being opened. If pressure remains when the pipeline is opened, or if a clamp or pipe breaks, concrete will be ejected with dangerous velocity. The pump operator is responsible for knowing how to safely remove pressure from the line. Do not touch any concrete pump pipe clamps or hoses. Alert the operator if you see a problem. Keep your distance when looking into the hopper and never look into the end of a connected pipe or hose.

Crushing Hazard – BE SEEN! A safe jobsite depends on others knowing where you are.
- Spotters are required when operating equipment near power lines to maintain proper distance and prevent contact.
- Do NOT attempt to use both rear-view mirrors as you near the pump. Taking your eyes off the spotter could lead to an accident.
- NEVER get between the pump and a mixer truck and never let anyone else stand between the pump and a mixer truck.
- Have a clear view of the spotter directing you. STOP IMMEDIATELY if you lose sight of the spotter. Do NOT continue to back up.
- Do not allow anyone to move, raise/lower, operate, adjust, or unfold chutes while backing towards the pump. Stop immediately.

POWER LINES

Overhead powerlines can cause death or serious injury if accidental contact is made. All employees must be aware of the hazards of working around overhead power lines and how to minimize the chance of contact. Drivers performing work around power lines must maintain a safe work distance of 20 feet away.

Prevention:
- Be aware of your surroundings when entering/exiting the job site. Identify all overhead power lines on the work site.
- Before backing, a spotter is required.
- Communicate electrical hazards to co-workers to ensure all drivers are aware of the hazard.
- Assume all powerlines are energized and avoid contact at all times.

If vehicle contact is made with power lines, you shall do the following:
- DO NOT LEAVE THE VEHICLE unless it is on fire, may be struck by a power line, or other serious danger.
- Notify the utility company immediately & call 911. Stay seated inside truck until a qualified power company rep tells you it is safe to do so.
- Notify the utility company immediately and call 911 if necessary.
- Secure the area & keep everyone 35 feet away. Workers standing by shall not touch equipment. This could seriously injure or kill you.

Use Precaution

Downed power lines can energize the ground up to 35 feet away. Even more in wet conditions.

Never drive over downed power lines or anything in contact with them.

Never try to move a downed power line.

STAY AWAY AND CALL 911