SAFE WORKING PROCEDURE

POURING OF CONCRETE

1. THE TASK:
Pouring of concrete.

2. THE HAZARDS:
Tripping, Slipping, Substandard tools and equipment, Snakes and Insects, Heavy material, Poor housekeeping, weather and Co-workers.

3. PERSONAL PROTECTIVE CLOTHING:
Hard hat, Overall, Safety boots, Gloves, Eye protection, Dust mask and Reflecting vest in some cases.

4. TOOLS:
Spade, and wheel barrow.

5. SAFETY PRESCRIPTIONS: (General Safety Precautions)
   a. Be sober at all times.
   b. Do not smoke dagga or use drugs during working hours.
   c. Do not perform any task unless you have received specific training for the task.
   d. Always wear the prescribed Personal Protective Equipment.
   e. Do not wear loose clothing when working near moving machinery.

6. Specific Safety Precautions:
   a. Beware of defective tools and equipment.
   b. Beware of hitting face, hands, legs, and feet with tools and equipment.
   c. All tools to be properly maintained.
   d. Watch where you walk, is observant of co-workers.
   e. Beware of sharp edges, Tripping hazards, excavations (holes) and hazardous materials.
   f. Maintain a safe working distance between co-workers.
   g. Use the correct PPE for the task to perform.
   h. Do not confront Snakes and wild animals (report to your supervisor and warn co-workers)
   i. Do not horseplay on the job. (It can be dangerous)
   j. do not spill cement on the ground
   k. Comply with all company and other signage.
   l. Comply with all company safety rules.
   m. Report any unsafe act, Situation or condition to your supervisor.
   n. Carry out any reasonable instruction given to you by your supervisor.
   o. Smoking to be carried out in manner and area as per company policy.
   p. To conserve the environment in all possible ways.(Housekeeping)

Employee Name:  
Employee Signature: