

Date \_\_\_\_\_

**New and \* or Young Worker**  
**Site Specific Safety Orientation Supplement**

This supplement section for new and young workers is a more in-depth orientation into certain sections as per WorkSafe BC [Guidelines Part 3 Young and New Worker](#).

All workers matching the criteria of at least one of the following must undertake this second orientation. Under 25 years of age, less than 5 years of consistent construction work experience, or less than 6 months in a new trade with a new company.

Once completed this worker will be given an additional hard hat sticker of a Green Hand and will be under that status for a minimum of 30 days. After which that workers Supervisor, the Site Superintendent and the site CSO will make a determination if that worker has gained enough experience, knowledge and skills to graduate out of the Green Hand Program. The worker must put their initials in each box  as the presenter goes through each section.

**1) Name and Contact Information for your supervisors**

Workers Name	Phone Num.
Supervisor Name	Phone Num.
Foreman	Phone Num.
Company's Name	Office Num.
Lead Hand or a Mentor? If yes, who	Phone Num.

**2) As a Worker, YOU have the Rights and Responsibilities of:**

1. Receive information, instruction, and training about safe work procedures and how to recognize hazards on the job
2. Be supervised to make sure they work without creating undue risk
3. Be outfitted with equipment and safety gear required to do the job safely (workers are responsible for providing: their own clothing to protect themselves against the natural elements, general purpose work gloves, safety footwear, and safety headgear)
4. Refuse to do tasks and to work in conditions they think are unsafe, without being fired or disciplined for refusing. **(It is YOUR Responsibility to Refuse)**
5. Participate in workplace Health and Safety Committees and Activities.
6. To follow clear and decisive instructions on how to safely perform your task.
7. Always act accordingly in regards to the OH&S Program, WorkSafe BC Regulations and the Workers Compensation Act of British Columbia.

**Three Rights of Every Worker in Canada:  
 From the Canadian Centre for Occupational Health  
 and Safety (CCOHS).**

**The Right to Know-**



- All employees have a right to know what hazards are present on the job, and how these hazards can affect them. You usually learn about the hazards during health and safety training sessions and through on-the-job instructions. Learning about chemical safety through WHMIS - the Workplace Hazardous Materials Information System - is also part of the "right to know" system.

**\*\*\*There were 612 serious young worker injuries between 1999 and 2003. The most common injuries were:**

**Amputations (45%)**  
**Serious fractures (19%)**  
**Third-degree burns (9%)**

**The Right to Participate –**

- All employees have a right to take part in health and safety activities. For example, you can be chosen to be a health and safety representative or a member of a committee. You also have a right to report unsafe practices and conditions without worrying that you will lose your job or be reprimanded (get in trouble).

**The Right to Refuse Dangerous Work-**

- You can refuse work if you have reason to believe that the situation is unsafe to either yourself or your co-workers. This is the procedure you should follow:
- You must report to your supervisor that you are refusing to work and state why you believe that the situation is unsafe.
- You, your supervisor, and an HSC member or worker representative will investigate.
- You return to work if the problem is solved.
- If the problem is not resolved, a government health and safety inspector is called.
- Your supervisor may assign you reasonable alternative work Inspector investigates and gives a decision.



**Hazards on Site:** Orientation presenter will list the hazards on site, please write them down and they will be discussed one at a time.




**WHMIS 2015:**

Do you have WHMIS 2015?

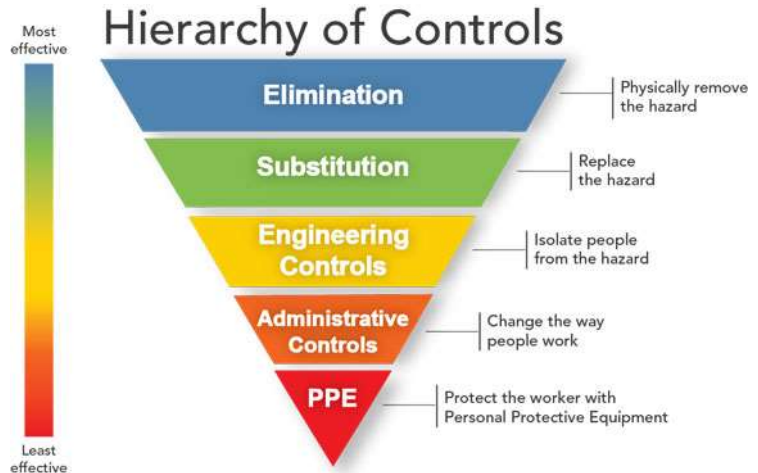
Yes\_\_\_\_\_ can you provide your ticket?

No\_\_\_\_\_ All workers in Canada must have this by June 2017.

**Free course and test for a basic understanding of [WHMIS 2015](#)**

**More information about [WHMIS can be found in Part 5 of the WorkSafe BC Regulations.](#)**

- ✓ All hazards must be reported.
- ✓ If there is a Hazard, we must follow the **Hierarchy of Controls** so the hazard doesn't cause an Accident, Incidents and or an injury to anybody.
- ✓ Always ask yourself before you start a task **"What can go wrong"**
- ✓ If you do not know what are the hazard in regards to your task, ask your supervisor or the site CSO.



**3) Company Safety Policy and General Safety Rules:**

(worker will receive a copy)  
**I fully understand the Company Safety Policy and General Safety Rules**

**4) Hazards to which the worker may be exposed:** In your trade specific tasks, what hazards will you come up against. List no less than 4 hazards.

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_

**5) Working alone or in isolation:** New and Young Workers do not work alone. If for some reason, you do find yourself along working, consult your lead hand, foreman, supervisor or the site CSO.

As a new and or young worker, you should always have a mentor or a more experienced worker training you and being by your side, so you may learn and gain experience. However, from time to time and only when you are NOT in a hazardous situation, you may be left on your own to handle a task. You still will be monitored but one of the greatest skills in any trade is the ability to think and reason out a problem on your own.

## 6) Violence in the workplace:

### Defined as

- 1) Behavior or treatment in which physical force is exerted for the purpose of causing damage or injury
- 2) an act of aggression either by physical harm, verbal threatening manner, or intended damage to personal property designed to intimidate.
- 3) Enraged and Irate verbal screaming directed towards others.

**If you find yourself the victim of such behaviors, remain calm, do not act in the same manner in response. Do not provoke the individual further. Quietly seek an escape route and walk away. Do not engage the other individual. In a worse case scenario, you have the right to protect yourself from physical harm. Report the incident “Right Away” to the site CSO and your Supervisor.**



**PPE--ALWAYS  
THE LAST LINE  
OF DEFENCE**

## 7) Personal Protective Equipment (PPE)

1. **CSA Approved Hard Hats;** After 5 years or after a hit, you need to replace it.
  - I. Class G (General) hard hats are rated for 2,200 volts.
  - II. Class E (Electrical) hard hats are rated for 20,000 volts.
  - III. Class C (Conductive) hard hats do not offer electrical protection.
2. **High Visual Appeal. With a 2-inch silver strip.** We wear these because it's the law when working around mobile equipment and vehicles traveling over 30 km/h. It is also easier to identify who is a worker and who isn't. As well in a worst-case scenario, during a rescue operation of a lost and potentially injured worker, the rescuers using flashlights will have a much easier time finding you by the reflection off your high vis PPE clothing.
3. **CSA Approved Safety Boots with a 6-inch upper.** Due to the nature of work on a construction site, the type of work and task performed are considered 'High Risk' there for the steel toed runner is not allowed on a construction site.

## The Mandatory 3 on a Construction Site



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4. **Safety Glasses:** They are not mandatory 24/7 on site, however if a task that a worker is performing involves the expelling of materials such as chipping, grinding, sawing, drilling. You Must wear **safety glasses** or in some cases a **face shield**.

5. **Hearing Protection:** Hearing loss starts at 83dB.

With extended exposure, noises that reach a decibel level of 85 can cause permanent **damage** to the hair cells in the inner ear, leading to **hearing loss**. Many common sounds may be louder than you think... A typical conversation occurs at 60 dB – not loud enough to cause **damage**.

Activity	dB rate	Max exposure time
Normal Conversation	60 dB	More Than A Day
Driving A Vehicle	70 dB	More Than A Day
Busy Road	80 dB	24 Hours
Forklift Trucks	84 dB	8 Hours
Air Compressors	85 dB	8 Hours
Welder	85 dB	8 Hours
Lawnmower	91 dB	2 Hours
Hand Held Power Tool	94 dB	1 Hour
Belt Sander	95 dB	30 Minutes
Jigsaw	95 dB	30 Minutes
Masonry Drill	95 dB	15 Minutes
Bench Rip Saw	96 dB	15 Minutes
Jack Hammer	105 dB	5 Minutes
Bulldozer	107 dB	3 Minutes

6. **Respirators:** There are a multitude of chemicals and substances that will injury your lungs, damage them beyond repair, and even kill you. Some of the worst you'll find in a construction site are

- 1) **Asbestos (pre-90s construction)**
- 2) **Lead (in paint)**
- 3) **Silica (concrete dust)**
- 4) **Pesticides (kills bugs and weeds)**
- 5) **Toxic Process Gas (spay foam)**

More information can be found about these hazardous substances at  
[Part 6 Substance Specific Requirements](#)

To wear a Respirator, you will be required to do a 'Fit Test' in order to make sure you used this device correctly, have a perfect seal onto your face, and the care & cleaning of this PPE equipment.

7. **Personal Fall Protection Equipment.** Must have training.

Before you ever use this, you must be trained and inspect your equipment

- 1) At 10 feet high, you must be tied off when you are with in 6.5 feet of the leading edge
- 2) At 25 feet, you must have a Site-Specific Fall Protection Plan, (see the CSO)
- 3) Document every inspection of your harness, lanyard, ropes, rope grabs, etc.
- 4) If you don't wear it right, you can become injured or even die.

**Trade Specific PPE-** your supervisor will educate you on these items. Listen, learn and if you do not understand, ask questions. Asking questions are the first step in understanding.

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8. **First Aid: Where is the First Aid room, how do I summon the first aid attendant, reporting injuries and illness.**
- A. The **First Aid** room is located \_\_\_\_\_
  - B. I can summon the First Aid Attendant by using the air horn signals of ‘**3 Short Blast**’  
By calling the F.A. on their phone and that number is \_\_\_\_\_  
If I go to the F.A room and they are not there, I know to use the radio on their desk to summon them.  
I can also call out to another worker to help locate the First Aid.
  - C. If I am injured in any way shape or form I must report the injury right away to the First Aid Attendant, no matter how insignificant I may think my injury is.

In the event you have an injury, and it gets progressively worse the next day, the fact that it has been reported and treated right away by the First Aid Attendant shows proof that it did happen at work while you were working. This is very significant if you have to file a claim of injury with WorkSafe BC. If you fail to report an injury while at work, you have no proof that it did happen at work. First Aid Attendants are Certified by WorkSafe BC and under law will not backdate an injury report.



**There are 6 standing rules for New and Young Workers.**

- 1) Come to work fit, rested and prepared
- 2) Always PROTECT YOURSELF.
- 3) Before you start any task, always ask yourself ‘What can go wrong’? That is a basic risk and hazard assessment of any task.
- 4) If you do not know the answer to a question in regards to a Hazardous Situation, always ask your Supervisor. Do not blindly go ahead and put yourself in harms way
- 5) Never use a defective tool or the wrong tool to do a task. Use the right tool and correct procedures for the task you have been assigned
- 6) Pay attention, stay alert, and learn your occupation.

I \_\_\_\_\_ fully understand the New and Young Workers  
Print your name in full

**Orientation I have just received.**

Workers Signature \_\_\_\_\_ Dated: \_\_\_\_\_

Presenters Signature \_\_\_\_\_ Position \_\_\_\_\_