

# TOOL BOX MEETING DAILY SAFETY CHECKLIST

- Weather** Wind Direction / Forecast / Ice - Rain / Clothing  
Temperature / Enough liquids
- Personal** Tired / Sick / On Medicine
- Test Location** Heights - Climbing Harness / - Tie Offs  
Platform Checked / Scaffold Checked  
Skylights - Roof checked and marked  
Prevent falling objects - Mark off area under you  
Ambient air quality
- Escape Route** Wind Direction / Obstacles-Hazards in the route  
More than 1 way out  
Staying where you are may be the best escape
- Testing Source** Dangerous (SCBA, Mask, Escape)  
Hot / Positive Pressure
- Equipment** Electrical - checked, GFIs  
Chemical - personal protective equipment  
Cylinders / Probe - Water Cooled
- Surroundings** Who is your mate / supervisor?  
Site traffic  
Upwind/downwind  
Where is your rally point?  
Does the site know where you are?
- Communications** Radio / land line / cell phone, etc.  
Between test location / test leader / site contact /  
control room
- Emergency** Telephone # for first aid  
Telephone # for fire department  
Location for eyewash / showers / fire extinguishers  
Location for hospital  
Alarm signals

**BE SAFE TODAY. WHEN IN DOUBT, ERR ON THE SAFE SIDE.**