

Preventing Falls Through Holes

PROJECT / SITE	DATE	TALK LED BY

THE HAZARD

Floor and deck penetrations get covered, then uncovered by whoever needed access, then forgotten. A hole you cannot see is a hole nobody can avoid.

WHAT GOES WRONG

- A cover lifted for a service run and left off, or laid back on loose.
- Plywood over an opening with nothing securing it and nothing written on it.
- A cover that will not take the load of a person, let alone a loaded cart.
- Openings created during the shift and left unmarked until the next crew arrives.

CONTROLS: BEFORE YOU START

- Cover every opening, secure the cover so it cannot shift, and mark it clearly.
- Make sure the cover carries at least twice the load that could ever be on it.
- If you lift a cover, you stay with the hole or you barricade it. No exceptions.
- Walk the deck at the start of the shift and again after any service work.
- Report an uncovered or unmarked hole immediately, then stand by it until it is dealt with.

ASK THE CREW

1. Where are the openings on this floor right now?
2. Who is responsible for each cover, by name?
3. Which cover would not hold a loaded cart?
4. Has any opening been created since this morning?

ATTENDANCE RECORD

Everyone present signs below. This sheet is the record of the talk.

PRINT NAME	SIGNATURE
1	
2	
3	
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12	
SUPERVISOR / COMPETENT PERSON	SIGNATURE