

Work Camp 2018 Adult (18+) Participant

St. Michael Work Camp and Water Activities Permission and Release Form

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|--|--|
| Name: | Which Camp: Garrett Habitat (Oakland)_____ or Allegany (Cumberland)_____ |
| Email address: | Emergency Contact Name |
| Address: | Emergency contact Cell # Work# |
| City/State/Zip: | Child(s) Name (if attending): |
| Date of Birth: gender (circle one) male female | T-shirt size: S ___ M ___ L ___ XL ___ XXL ___ 3XL ___ |

In consideration of the wholesome recreational and learning experience in which I will participate, I do hereby agree to accompany the youth ministry group of St. Michael Parish to:

Work Camp construction labor in Garrett County or Allegany County, and lake picnic on Sunday, Deep Creek Lake water activities, pontoon boating, water skiing, water tubing, June 24- 30, 2018. Please note the date and be sure you can be with us for the week

In consideration of the opportunity for me to participate in the Program, I agree to RELEASE AND HOLD HARMLESS AND INDEMNIFY St. Michael Parish, Our Lady of the Mountain Parish, the Division of youth and Young Adult Ministry, the Roman Catholic Bishop of Baltimore and his successors, a Corporate Sole, and all their agents, servants, and employees from any liability, claims, demands, and causes of action arising out of or relating to any loss, damage or injury sustained in connection with or arising out of my participation in the Program, unless caused by or due to the negligence of either the Corporation their agents, servants or employees.

I hereby grant permission to any staff person to obtain medical care from a licensed physician, hospital, or medical clinic for me in the event that my emergency contact cannot be reached.

(Check one of the following)

I am covered by hospitalization and medical insurance under policy # _____

Issued by _____

I do not have medical coverage and assume responsibility for the cost of hospitalization and medical care for me.

Add any other medical information concerning medication, allergies, illness, and etc. _____

Add any dietary restrictions: _____ Year of last tetanus shot _____

Participants are advised that photographs or videotape of participants may be used in publications, websites or other materials produced from time to time by the Division of Youth and Young Adult Ministry or the Archdiocese of Baltimore. (Participants would not be identified, however, without specific written consent.) Adults who do not wish to be photographed or filmed should so notify St. Michael Catholic Church in writing. Please note that the parish has no control over the use of photographs or film taken by the media that may be covering the event in which you participate.

_____ Date

_____ Participant Signature

Work Camp Garrett and Allegany County 2018

Participant-Parent Information

This year Work Camp will be held during the week of June 24-30, 2018. We will travel to Oakland in Garrett County and Cumberland in Allegany County in western Maryland. We will be going to two areas to volunteer and you will need to select which you would like to attend: Garrett County Habitat for Humanity in Oakland or OLM in Allegany County.

Specific Information for our Work Camp:

Registration: To register for this trip you must return all forms along with the participant fee by **April 15, 2018.**

Cost: The cost of this year's work camp is **\$250.00 for Allegany camp, and \$300.00 for the Garrett County Habitat camp.** Extra money will be needed for lunch stops up and back, a stop at the candy store, a dessert evening for ice-cream, and money for the day at Deep Creek Lake and Herrington Manor park for entrance fees (\$5). (Perhaps \$25- \$50.00 total) We will have several opportunities to work on fundraisers. The costs associated with the work camp exceed the \$250/300 fee and so we work together to raise the money for the additional costs. We will select activities for later in the spring where all are asked to participate. We will also send home donation request forms with each participant. Lastly, we will seek corporate and small business donations.

Participants: Our Habitat Group in Oakland requires youth to be 16 and older by the 24th of June. We will determine the group based on application and paperwork, in addition to the camp needs.

The Allegany Camp will take youth and adults at a 5 youth to 1 adult ratio.

Young Adults: High school graduates are welcome to join us. If you are in college and 21+ you will count as an adult chaperone.

STAND: Adults over the age of 18 are required to complete the Virtus training for Child Protection before participating in planning sessions or the camp. All drivers will be required to complete the driver background check. All drivers must be over 21.

When & Where, Departure and Return: We will attend the 8:00 am Mass on Sunday, June 24th, which means you should arrive no later than 7:45 AM. When you arrive please unload your bags after mass onto the sidewalk area by the gym entrance. (In case of bad weather, please bring your things into the lobby as designated that day). We will pack and join the parish for the Cornerstone (\$8) breakfast before departing. We will be stopping for lunch and should arrive at our destination by 3:00pm. We will return to St. Michael on Saturday, June 30th, 2018 around 2:00 pm.

Means of Travel: Our group will travel by private vehicles and an approved large capacity van to and from Allegany County and by school bus to Oakland and to and from our work sites and other destinations daily. Only adult chaperones over the age of 21 who have completed the Driver background check are permitted to transport youth.

Theme and T-shirt: The theme for this year's Work Camp will be determined by the group at our first meeting March 14th. Each day we will have a time for an activity, reflection and prayer based upon the theme. St. Michael Work Camp t-shirts will be provided to each participant. Be sure to mark your t-shirt size on the permission form.

JOBS: Our Habitat camp will be building a foundation, framing a house and other carpentry tasks. Tasks may include but are not limited to: putting on siding, hanging drywall, painting, digging ditches and trenches, pouring concrete, ceramic tile work, clearing brush and undergrowth from a building site etc... **Whatever the job you undertake, our purpose remains the same, to show the greatest amount of respect for the people with and for whom we are working.**

Our Allegany camp will be doing a variety of fix up jobs, based on the replies that we receive. Many people just need their homes made safer and more secure, others will need steps built, rails painted, porches fixed, yards tended to, etc... in addition to a variety of visitation experiences, either at senior centers, nursing homes etc.

Medical: All participants should bring their own prescription medications as needed. We cannot dispense any medications that are not marked on the permission slip. Tetanus shots for all participants, including adults, should be up-to-date within the past 10 years. All allergies, especially asthma and any related medications, as well as allergies to bee stings, poison ivy, poison sumac, or oak, should be clearly noted on the permission form. Those participants allergic to bee stings should carry a kit with them.

Dietary: Any special dietary requirements need to be noted on the permission slip. Food allergies especially must be noted.

Parent and Youth Meetings:

Feb 28- Adult planning at 7PM

Mar 14 Youth and adult at 7PM

Apr 11- Youth and adult 7PM

May 9- Youth and adult 7PM

All parents and youth participants are expected to attend the final meeting **June 14th at 6 pm** where we will give out information as to where we will be staying, and how to contact us in case of emergency and review the packing list as well as answer any last minute questions. We also will have committee meetings as needed and scheduled to accommodate the schedules of those on the committee.

WORK CAMP 2018

WHAT TO BRING/WHAT NOT TO BRING

What to Bring:

- Work boots or hiking boots. (NO TENNIS/RUNNING SHOES FOR WORKING)
There are nails and other sharp objects on work sites. You will not be permitted to wear tennis shoes on the job, but you can bring them for after work and free time.
- Work pants and shirts that you do not mind getting dirty or ruined. Have clothes for cool and hot weather. Also, some work requires long sleeves and long pants so bring them along with shorts and t-shirts to work in.
- Bring additional clothes for later in the day after work. Temperatures may vary from 40 degrees at night to 90 degrees during the day. Have appropriate clothing for all temperatures. Also note, we ask that both the young men and young women dress appropriately and decently all the time. Skimpy clothes are not allowed and bikini tops, unless in the lake, will not be allowed. **This also applies to the males who will always wear a shirt unless in the lake.**
- Work Gloves
- Sunscreen, hat or visor, sunglasses, rain jacket, umbrella, or poncho are all highly recommended.
- Swimsuit – we will probably be going swimming one night. (Also comes in handy for the showers)
- Pillow, sleeping bag or blankets, Towels, wash cloth and soap.
- Personal toiletries – deodorant, toothbrush, tooth paste, facial cleanser, etc.
- Spending money, camera, extra film and batteries.
- Prescription Medications and needed over the counter medications.
- Tools are provided on site, including safety glasses. Any tools that you decide to bring should be marked or labeled clearly with your name, so they won't be lost or stolen.)
- Bible, journal, spiritual reading (or other reading) and a writing implement.
- Cards, board games, football, basketball, etc. (Not everyone needs to bring these items. The group will coordinate these items due to limited packing space.)

Please remember that we are trying to live “simply” for the week. Please pack accordingly so that we may further our connection to live in solidarity with the poor.

What not to Bring:

- Tobacco products, illegal drugs, alcohol
- A bad attitude or a non-working attitude

Emergency Contact and Accommodations Information

St. Michael Work Camp

June 24-30, 2018

**Habitat for Humanity
Garrett County**

Accommodations :_TBD but probably

St. Peter the Apostle Catholic Church

208 S 4th St, Oakland, MD 21550 Oakland

Ken Pusateri 443-717-2553

Dave James 301-602-8375

Christa Pusateri 410-259-4592

Ted Burkhardt:

St. Michael Catholic Church Youth Ministry

Cell #: 301-788-2873

Allegheny County/ Our Lady of the Mountain

Ted Burkhardt 301-788-2873

Laura Heck 301-471-5058

Accommodations for the week will be at: St. Anthony Place next to the St Peter and Paul Shrine in Cumberland, 109 North Smallwood St. Cumberland MD

VOLUNTEER INFORMATION

Date ____/____/____

Name _____ Age _____

Primary Phone _____ Alternative Phone _____

Street Address _____

City _____ State _____ Zip _____

Email Address _____

Name of Group _____

Occupation _____ If student, year in school _____

Tee Shirt Size: ____S ____M ____L ____XL ____2XL ____3XL

All shirts are adult size

Skill Survey

Please *circle* the number that indicates the appropriate level of skill you have for each of the areas listed below. If you are not interested in working in a particular area, skip those numbers regardless of your skill level.

1=Skilled; able to lay out materials, work independently, oversee others

2=Semi-skilled; able to take responsibility for my own work and tools

3=Unskilled; but I have specific interest in learning this area

1 2 3 Framing

1 2 3 Vinyl siding

1 2 3 Painting

1 2 3 Cabinets

1 2 3 Masonry

1 2 3 Roofing

1 2 3 Trimming

1 2 3 Landscaping

This survey is being used to help the staff plan the projects for the time you will be volunteering with Garrett County Habitat for Humanity. Though we want to utilize your skills and talents to their fullest, many factors may determine what projects you will be working on such as the skill level of your group, the financial resources available, the tasks completed by previous volunteers, and the weather conditions. Keep in mind...THERE ARE NO UNIMPORTANT JOBS! BE FLEXIBLE!

Safety Video

Yes, I have viewed and understand the safety video or have taken the online course available at <http://www.lezage.com/login.cfm?dp=24> (enter **W8NAEBTG** in the employee pass code box and click on submit). I am aware of the associated hazards of construction.

Signature

Date



P.O. Box 363 • Oakland, MD

21550

301-533-0600

E-Mail:

office@garrettcountyhabitat.org

RELEASE AND WAIVER OF LIABILITY

PLEASE READ CAREFULLY

THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS

This Release and Waiver of Liability (the "Release") is executed on this _____ day of _____, 20____, by _____, (the "Volunteer"), in favor of **[insert name of local affiliate]**, Habitat for Humanity International, Inc., and any other Habitat for Humanity affiliated organization, **[insert any additional parties if applicable]**, and their respective directors, officers, trustees, employees, volunteers and agents (collectively, the "Released Parties").

I, the Volunteer, desire to work as a volunteer for one or more of the Released Parties and engage in the activities related to being a volunteer ("Activities"). I understand that my Activities may include but are not limited to the following: working in Habitat for Humanity offices or Habitat for Humanity ReStore operations; traveling to and from work sites, towns, cities or countries; consuming food available or provided; living in housing provided for volunteers; constructing and rehabilitating residential buildings; and other construction-related activities.

I, the Volunteer, hereby freely, voluntarily and without duress execute this Release under the following terms:

Release and Waiver. I, the Volunteer, do hereby release and forever discharge and hold harmless the Released Parties and their successors and assigns from any and all liability, claims and demands which I or my heirs, assigns, next of kin or legal representatives may have or which may hereinafter accrue with respect to any bodily injury, personal injury, illness, death or property damage which arise or may hereafter arise from or is in any way related to my Activities with any of the Released Parties, whether caused wholly or in part by the simple negligence, fault or other misconduct, other than intentional or grossly negligent conduct, of any of the Released Parties or of other volunteers.

I understand and acknowledge that by this Release I knowingly assume the risk of injury, harm and loss associated with the Activities. I also understand that the Released Parties do not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health or disability insurance in the event of injury, illness, death or property damage.

It is the policy of Habitat for Humanity that children under the age of 16 are not allowed on Habitat for Humanity worksites while construction is in progress. It is further the policy of Habitat for Humanity that, while minors between the ages of 16 and 18 may be allowed to participate in construction work, using power tools, excavation, demolition, working on rooftops and similar activities are not permitted for anyone under the age of 18.

Medical Treatment. I, the Volunteer, do hereby release and forever discharge the Released Parties from any claim or action whatsoever which arises or may hereafter arise on account of any first aid, treatment or service rendered in connection with my Activities with any of the Released Parties.

If the Volunteer is less than 18 years of age, the Volunteer and the parents having legal custody and/or the legal guardians of the Volunteer (the "Guardians") also hereby release and forever discharge the Released Parties from any claim whatsoever which arises or may hereafter arise on account of the decision by any representative or agent of the Released Parties to exercise the power to consent to medical or dental treatment as such power may be granted and authorized in a Parental Authorization for Treatment of a Minor Child.

Assumption of the Risk. I, the Volunteer, understand that my Activities may include work that may be hazardous to me, including, but not limited to, the following: construction; loading and unloading; travel to and from the work sites; and exposure to lead, asbestos, and mold, which may cause or worsen certain illnesses, especially if I do not wear protective equipment, am exposed for extended periods of time, or have a pre-existing immune system deficiency.

I also understand there is some inherent risk in consuming local foods and living in local accommodations in the city(ies) or country(ies) visited. I further understand I may be traveling to and from locations where there is a risk of terrorism, war, insurrection, criminal activities, inclement weather or other circumstances that could threaten my health or safety. I also understand that it is the policy of the Released Parties to not pay ransom or make any other payments to secure the release of hostages.

I hereby expressly and specifically assume the risk of injury or harm in the Activities and release the Released Parties from all liability for any loss, cost, expense, injury, illness, death or property damage resulting directly or indirectly from the Activities.

Insurance. I, the Volunteer, understand that, except as otherwise agreed to by the Released Parties in writing, the Released Parties are under no obligation to provide, carry or maintain health, medical, travel, disability or other insurance coverage for any Volunteer. Each Volunteer is expected and encouraged to obtain his or her own health, medical, travel, disability or other insurance coverage.

Photographic Release. I, the Volunteer, do hereby grant and convey unto Habitat for Humanity International, Inc., all right, title and interest in any and all photographs and video or audio recordings of or including my image or voice, made by any of the Released Parties during my Activities with the Released Parties, including, but not limited to, the right to use such photographs or recordings for any purpose and to any royalties, proceeds or other benefits derived from them.

Other. I, the Volunteer, expressly agree that this Release is intended to be as broad and inclusive as permitted by the laws of the state where the Activities take place. I further agree that in the event any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining clauses or provisions of this Release, which shall continue to be enforceable. Further, a waiver of a right under this Release does not prevent the exercise of any other right.

To express my understanding of and agreement with this Release, I sign here with a witness.

Volunteer: Name (please print): _____

Signature: _____

Address: _____

Primary Phone: _____ Alternative Phone: _____

E-mail: _____

Date of Birth: _____

Witness: Name (please print): _____

Signature: _____

IMPORTANT: If the Volunteer is less than 18 years of age, all parents or guardians must also sign this Release and Waiver of Liability with a witness. Also, all parents or guardians must complete the "Parental Authorization for Treatment of, and Travel With, a Minor Child" on the following page. If only one parent or guardian executes this Release on behalf of a Volunteer who is under 18 years of age, then the undersigned parent or guardian of the Volunteer hereby covenants, warrants, represents and agrees that he or she is executing this Release on behalf of, and as an agent for, any other individual who may be a parent or guardian of the Volunteer, and that by executing this Release, the undersigned is binding himself/herself, the Volunteer, and any other parent or guardian of the Volunteer, and all of their heirs, executors, personal representatives, assigns and estates to this Release.

Parent/Guardian: Name (please print): _____

Signature: _____

Address: _____

Witness (print name): _____

Signature: _____

Parent/Guardian: Name (please print): _____

Signature: _____

Address: _____

Witness: Name (please print): _____

Signature: _____

PARENTAL AUTHORIZATION FOR TREATMENT OF, AND TRAVEL WITH, A MINOR CHILD

I, _____, am the parent or legal guardian having custody of _____, a minor child. As such parent or legal guardian, I hereby authorize and appoint _____, an adult in whose care the minor child has been entrusted or a duly authorized agent of Habitat for Humanity International, Inc., as my agent to act for me with respect to my minor child and in my name in any way I could act in person to make any and all decisions for me with respect to my minor child, _____, concerning my minor child’s personal care, medical treatment, hospitalization, and health care and to require, withhold or withdraw any type of medical treatment or procedure, including X-ray examination, anesthetic, medical or surgical diagnosis or treatment which may be rendered to my minor child under the general or special supervision and on the advice of any physician or surgeon licensed to practice in the state in which treatment is sought. My agent shall have the same access to my minor child’s medical records that I have, including the right to disclose the contents to others.

Also, I hereby authorize and appoint my agent to travel with my minor child to [insert location], and consent for my minor child to serve as a volunteer with [insert organization], and to help construct houses and participate in other activities on a voluntary basis, without compensation.

_____ 1) Parent or Guardian: _____ Witness: _____ Date: _____

_____ 2) Parent or Guardian: _____ Witness: _____ Date: _____

This PARENTAL AUTHORIZATION FOR TREATMENT OF, AND TRAVEL WITH, A MINOR CHILD sworn to and subscribed before me by _____ and _____, the Parent(s) or Legal Guardian(s) of _____, a minor child, this ____ day of _____, 20_____.

Notary Public

My commission expires: _____

Garrett County



Emergency Contact Information

Name of Volunteer: _____

Group Name: _____

In case of emergency, please contact:

Name: _____

Relation: _____

Address: _____

Primary phone: _____ Alternate phone: _____

Group work week start date: _____ End date: _____

WORK CAMP GUIDELINES

INTRODUCTION

Safety is everybody's concern and is always an important consideration at any construction site. Building construction can be one of the most dangerous occupations. Since Habitat work crews normally have a high proportion of inexperienced people, everyone must pay particular attention to safety. Try to be conscious of the safety of others as well as yourself. An observer can often see danger better than the worker involved in the project. Be cautious at all times and ask questions if you are unsure about how to approach a task. Do not go ahead with a task if you are uncertain as to how it is done or if you are unable to do it.

Safety is based on knowledge, skill, and **an attitude** of care and concern. Supervisors and crew leaders should instruct each worker about the correct and proper procedures for performing each task and familiarize the worker with the potential hazards of doing the tasks and how such hazards can be minimized or eliminated. It is very important that while working with Habitat everyone knows about safe work practices and follows them.

GUIDELINES FOR A SAFETY

1. Think before you do your work or task.
2. If you are uncertain about how to do a task or how to operate a power tool – **ask a house captain or crew leader.**
3. Concentrate on your task and eliminate distractions.
4. Know where the first aid kit is located and how to get emergency help.
5. Inspect all power tools, hand tools, ladders, and scaffolding daily.
6. Advise your supervisor immediately of any unsafe condition or hazard.
7. If injured, notify the House Captain and call 911 for medical help, if necessary.

WORK CREW SAFETY

CLOTHING

Proper clothing is as essential to safety as the proper selection and use of tools. Wear clothes that are appropriate for the work and weather conditions. Work gloves are recommended.

1. Shoes should be sturdy with thick soles that will protect feet from protruding nails and dropping tools. **Open-toed shoes are allowed on the worksite.**

2. Keep shirts and jackets buttoned to keep from getting caught in tools, equipment and building materials. Sleeves should also be buttoned or rolled. Loose or ragged clothing is not permitted, especially around moving machinery.
3. **Hard hats** are to be worn during the framing phase of construction or when required by a supervisor and are to be made available to workers on each job site at all times. If unavailable from team, Habitat will provide.
4. Other personal protective equipment to be used includes safety glasses, dust masks, and earplugs as appropriate. Protective glasses must be worn at any time a worker is operating a power tool or when instructed by a supervisor. A dust mask must be worn when installing insulation, sanding or when instructed by a supervisor. Earplugs must be worn when using a power tool for a prolonged period of time or when instructed by a supervisor. Work groups and/or individuals within each group are required to provide their own safety glasses and gloves. Habitat will provide earplugs.
5. Bathing suits or halter tops are not to be worn at the site. Shorts of appropriate length may be worn. Work clothes on a construction site are different from “school dress” and dressing properly for a work site will assure safety and practicality.

POWER TOOLS AND OTHER ELECTRICAL EQUIPMENT

A power tool should not be used without proper instruction on its use and on what can happen if the tool is not used properly. The instruction should be done by a qualified person and should be given to all workers, even experienced do-it yourselfers. The trainee should use the power tool in the presence of the instructor, until the instructor is satisfied that the trainee knows how to use the power tool properly. **Habitat for Humanity does not allow youth under 18 years to operate power tools.**

Never lower or carry a power tool by its cord. Clean tools daily. Power tools should be checked for defective switches, cords, plugs and proper grounding. Defective tools should not be used and should either be reported to the supervisor or labeled and brought to the tool room for repair immediately. (Do not wait until the end of the day.)

In order to avoid electrical shock, the following rules must be obeyed:

1. A three pronged plug must be used on all electrical tools.
2. Extension cords must not have frayed insulation or be fastened with staples, hung from nails or suspended by wires.
3. All temporary lights must be equipped with non-conductive guards.

HAND TOOLS

Always select the correct type and size of tool for your work, and be sure it is sharp and properly adjusted. Guard against using any tool if the handle is loose or in poor condition. Dull tools are hazardous to use because excessive force must be used to make them cut. Oil or dirt on a tool may cause it to slip and cause an injury. When using tools be sure to hold them with both hands, with the cutting action away from yourself. Avoid using your hand or fingers as a guide to start a cut.

Handle and carry tools with care. Keep edged and pointed tools turned downward. Carry only a few tools at one time unless they are mounted in a special holder or carried in a tool belt. Anyone working with a hammer should be kept in the loop or belt and not placed on a sloping surface or other precarious position. Do not carry sharp tools in your pockets. When not in use, tools should be kept in special boxes, chests, or cabinets.

A SPECIAL WORD ON SAWS

1. Don't bind the blade of a saw. When cutting long panels, the blade may bind, and the saw will catch and kick towards the operator. Use small wood wedges or shim shingles to spread the saw cut as you go along.
2. Keep the blade guard working. A spring-actuated blade guard can often become bent and won't slide quickly, or the spring can become stretched so the return is slow. Repair any damage to the guard as soon as it happens and never tie the guard back out of the way.
3. Support what you are working on properly. Never attempt to cut something that could tilt or fall and cause the saw to slip.

LADDERS

Inspect a ladder before you use it. If the ladder is unsafe **don't use it**. Look for wear and tear, loose rungs, and defects.

Use a ladder that will reach the work. **An extension ladder should reach three feet above the work level.** Move your ladder with your work. **If, while you are working, both of your shoulders are extended outside the ladder, you are reaching to far.** When using an extension ladder, use the four to one rule: **For every four feet of height, move the bottom of the ladder one foot away from the wall.**

Place your ladder on solid footing. If there is a danger of the ladder moving while you work, tie it down. If there is a danger the ladder will be hit, barricade it.

Never use an aluminum ladder in the vicinity of electrical lines. **Never** use a ladder outdoors during inclement weather or on windy days.

Carry tools and materials in proper carrying devices, and keep your hands free for climbing. When climbing, always face the ladder.

SCAFFOLDING

All scaffolding which is elevated 10 feet or more must be equipped with a safety railing. All scaffolds must be equipped with a toe board to eliminate the possibility that tools or debris will be kicked or pushed on people below. A scaffold must be designed to support **four** times the weight of the workers and the materials resting on it. Scaffolding components that are not designed to be compatible should not be mixed.

Inspect all scaffolding each day before using it. **Never use damaged or defective equipment and avoid rusted parts as their strength is unknown.** When erecting scaffolding, provide adequate sills for the scaffold posts, and use base plates. Use adjusting screws, and blocks, when on an uneven grade. Make sure you plumb and level scaffolding, and do not force end braces when constructing the scaffolding. **Workers must be 18 years old to work on ladders or scaffolding.**

Many scaffolding accidents are caused by defective planking. Use only properly graded and inspected lumber for planking. Inspect planking daily for splits and knots, and remove defective or damaged planking.

POISONS AND TOXIC SUBSTANCES

The poisons and toxic substances which can most often be found on a work site are animal feces and solvents. Special care must be taken when you come in contact with any of these substances or any unfamiliar substance. These are not usually found at new construction sites like GCHFH operates.

If you discover asbestos fiber being used as pipe, boiler, or heating duct insulation, contact your supervisor immediately. **DO NOT ATTEMPT TO REMOVE THE ASBESTOS FIBER ON YOUR OWN.**

Scraping exterior wood work, demolishing lead painted walls, and stripping old mill work are the principal ways that workers can be exposed to lead chips, dust and particles. Contact your supervisor **immediately** if you discover any lead painted surfaces. Not typically found at new construction sites.

Masks are the best protection against breathing germs that can be borne in dust containing animal feces.

CLEAN WORK SITE

A clean work place is a safe work place. This refers to the neatness and good order of the construction site. Maintaining good housekeeping contributes to the efficiency of the worker and is important in preventing accidents.

Position building materials and supplies in carefully laid out piles to allow adequate aisles and walkways. Clean up all rubbish and scrap materials on a daily basis. Do not permit blocks of wood, nails, bolts, empty cans, pipe, wire, or other materials to accumulate on the work site since they interfere with work and can constitute a hazard. Keep tools and equipment which are not being used in chests, panels or tool boxes. This protects the tools and the workers. **Never leave a work site unguarded unless all tools and materials have been properly secured.**