

## Ensuring Visitor Safety



PRESENTED BY:

MEETING START TIME:

DATE OF MEETING:

MEETING END TIME:

### Keep the Conversation Going with a Safety Talk Question:

How Can We Increase Confidence in Visitor Safety on Our Jobsite?

#### 1. Why is it Important?

- Unlike experienced workers, visitors are untrained and typically in an unfamiliar environment, leaving them particularly vulnerable to construction hazards.
- OSHA legally requires employers to provide proper protection for all individuals on the jobsite.
- Proper emergency planning cannot be completed without accounting for everyone.

#### 2. How Can We Make Visitors Safe?

- Anticipate Unfamiliarity – Visitors are usually new to the environment and lack awareness of jobsite hazards. Conduct brief orientations before granting access using simple and direct language that reviews safety guidelines, explains hazards, outlines permitted and restricted areas, and details emergency procedures.
- Plan for Surprise – Not all visitors are planned. Become familiar with your organization's procedure for unannounced visitors including neighbors and inspectors. If concerning behavior is noted, deny access and immediately contact your supervisor.
- Maintain Access Control – A crucial first line of protection is establishing a secure perimeter around the jobsite with consistent monitoring of a limited number of entrances and a clear check-in procedure to record and readily account for everyone onsite at any given time.
- Enforce Personal Protective Equipment (PPE) – Visitors should be treated no differently than workers when it comes to PPE. Provide mandatory (not optional) equipment in good condition upon entry.
- Maintain Hazard Zone Control – Visitors are typically unfamiliar with the hazards in the environment. They should be accompanied for the entirety of the visit and never left unsupervised. Maintain distance from active work zones, heavy equipment, and blind spots. Reinforce best practices like never walking behind machinery.
- Use Effective Signage – Clear, conspicuous signage is a great asset in keeping visitors safe. This includes directions, warnings, restricted area notices, emergency routes, and more. Use pictograms and bilingual language when necessary.
- Conduct Inspections – Assess the jobsite prior to work starting, daily, and as needed when the environment changes. Thorough inspections should include checking PPE, walkways, and signage as well as promptly correcting hazards. Consistent recordkeeping is crucial to improving visitor access protocol for the organization.

#### Sources:

1. <https://www.osha.gov/sites/default/files/publications/OSHA3886.pdf>
2. <https://www.boem.gov/sites/default/files/boem-newsroom/Library/Manuals/BOEMM-444.2-Visitor-Control-Policy.pdf>

