



Subject: Winter Working Tool Box Talk No.: 034

Here are some reminders keeping safe and healthy when working during winter

Wear the right gloves for the work you are doing. Gloves should have enough insulation to keep you warm and prevent frostbite, but be thin enough so you can feel what you are doing if you are manipulating controls or tools.

Gloves which are too thick can also make your hands and wrists work too hard trying to hold on to objects, causing repetitive strain injury.

Dress in layers of light-weight clothing which keep you warmer than a single layer of heavy clothes. Remove layers as necessary to prevent overheating and perspiring which can lead to chills.

Remember that wet clothing is 20 times less warm than dry clothing.

Wear a hat and you'll stay much warmer when working in cold conditions. As much as half your body heat can go up in steam off the top of a bare head.

Wearing a scarf might help keep your neck warm in the cold weather but it could also kill you if you work near rotating machinery. Check any clothing you wear for entanglement hazards such as loose sleeves, dangling drawstrings, hoods etc.

Ensure your safety eyewear doesn't fog up in the cold. If you have to keep taking off your safety eyewear because it fogs up, it isn't protecting you – discuss this with your supervisor if it becomes an issue to get suitable eye protection.

Your safety shoes or boots should have adequate tread to prevent slips and falls on wet or icy surfaces. For extremely slippery situations, you can attach clogs or cleats to your footwear. Slow down when walking across slippery surfaces and be especially careful on ladders, platforms and stairways.

Make sure you eat well and have regular hot food. Don't skip breakfast as it will provide you with the fuel to start your day. Working in the cold uses lots of extra energy as your body needs to maintain its safe temperature.

Cold weather can put extra strain on your heart, even if you aren't overexerting yourself, so be sure to pace yourself when lifting heavy objects or carrying out heavy manual work.



TOOL BOX TALK RECORD SHEET

COMPANY: _____

SUBJECT OF TOOLBOX TALK: _____

NAME OF PERSON DELIVERING TOOLBOX TALK: _____

TIME: _____ **DATE:** _____ **LOCATION:** _____

NOTE ANY QUESTIONS ASKED BY STAFF DURING TOOL BOX TALK:

**YOU SHOULD ONLY SIGN THIS SHEET IF YOU HAVE UNDERSTOOD THE INFORMATION PROVIDED.
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PLEASE ASKED THE PERSON DELIVERING THE TALK TO EXPLAIN MORE FULLY.**

PLEASE PRINT YOUR NAME	JOB DESCRIPTION	SIGNATURE

SIGNATURE OF PERSON DELIVERING TOOL BOX TALK: _____

