



Florida Trail Association Tailgate Safety Session



The Tailgate Safety Session is intended to assist FTA Crew Leaders in addressing all pertinent aspects of a project with their crew. FTA Crew Leaders are responsible for ensuring that all volunteers know what is expected of them on an FTA project. Crew leaders should gather participants to discuss appropriate behavior, set parameters for the project and discuss with their crew how to handle an emergency situation. During the first day of the project the Tailgate Safety Session and all project paperwork must be completed.

In the event that the project will span multiple days, FTA recommends that crew leaders debrief the crew each day and address safety and communication procedures as they arise.

Orientation and Welcome

- Crew Leader introduces his/herself. Ask all volunteers to do the same and share a bit about themselves and why they are there.
- Brief volunteers on what the project objective is, start and finish times, breaks, and what type of work will be done
- Have a map available. Show volunteers where they are. Address escape routes, access points, camp and worksite locations
- If it is a multi-day project, brief volunteers on camp etiquette, bathroom or living facilities, and who to ask if they need something

Emergency Preparedness:

- Designate a Situation Manager, 1st Aid Lead, and Communication Manager (see Emergency Action Plan EAP)
- How will you get your participants to medical attention if they are sick or injured?- Review Trailhead Communications Plan (TCP)
- All Volunteers must sign FTA's Assumption of Risk
- Fill out and sign appropriate JHA (s)
- Are there medical conditions the Crew Leader should know about? Ask Your volunteers- (allergies to bee stings, seizures?)
- Identify who is carrying first aid kits, their basic contents, where they are located, and what they look like
- Check for cell service and notify appropriate agency personnel or FTA staff person before doing work on the trail

Personal Protective Equipment (PPE):

- Hard hats, sturdy footwear, gloves, long pants, eye protection, long sleeves and other project specific protection
- Chainsaw: (see JHA) axe, wedges, chaps, hard hat, 8" leather boots, saw kit, long pants/sleeves, trauma kit

Tool & Safety Talk:

- Explain and demonstrate the correct use of each type of tool or piece of equipment
- Address environmental and project specific hazards (widow makers, snakes, lifting procedures, etc.)
- Have all equipment and tools been properly maintained and in correct working order?
- Depending on activity, stay a minimum of 10 feet from other volunteers with tools (farther if operating machinery)
- Ask permission to pass, "bumping by" or "coming behind"
- Announce to the group when beginning work with machinery or swinging tools
- Keep track of each other. Tell a buddy if going off trail for any reason
- Don't overwork, take breaks, make sure no one has the "umbles" (mumbly, stumbly, grumbly)- **hydrate, eat, rest**
- Do volunteers need sun protection, insect protections, weather appropriate clothing, weather appropriate shelter?
- Do all participants have sufficient food, water, and personal medication?

Are there questions, problems, other site or project specific concerns?