

## Eagle Project Health, Safety & Environment Checklist

The Scout motto – **Be Prepared** – is a great guide to follow for protecting the health and safety of those working on and around your project as well as protecting the environment. Safety devices and procedures only work if you use them. Be aware of the skill and knowledge of those working on your project and do not exceed each person’s competency for the task being performed. Proper planning to recognize, prevent, and react to actual or potential health, safety or environmental situations is a critical component of any Eagle project.

BSA’s *Safe Guide to Scouting* has an excellent list of safety items to consider for all activities. These are called the **Sweet 16 of BSA Safety**. See Appendix E.

Evaluate all the tasks on your project for actual or potential hazards and the risks that exist for each hazard. Consider unsafe conditions and unsafe acts in the evaluation. Use the *Emergency Preparedness, First Aid, Environmental Science, and Safety* merit badge pamphlets as references. Use the chart below as a tool in identifying and describing responses for each activity on your project. Several examples are provided to assist you in creating your own table.

| Activity   | Recognition  | Prevention   | Reaction   |
|--|--|--|--|
|  | Possible hazards and/or risks associated with the activity           | How will the hazard be corrected or the risk minimized?  | What will be the response to an emergency situation?   |
| <b>Example:</b> Trimming overgrown yaupons to allow more sunlight into the garden for flowers to grow. | Dehydration and heat-related sickness from not drinking enough water | Water breaks will be announced every 30 minutes and everyone will be required to drink.  | The qualified First/CPR person will administer first aid and provide for medical assistance.   |
| <b>Example:</b> Using a bow saw to trim trees and bushes.  | Injuries from improper use of saw.                                   | Only scouts who have earned their Totin’ Chip will be assigned to tasks requiring the use of a bow saw. Before distributing bow saws, a verification will be made that the scout has his Totin’ Chip with him. | Injuries will be reported immediately to the qualified First Aid/CPR person and assessed for first aid needs or medical assistance.  |
| <b>Example:</b> Working during daytime hours.  | Exposure to UV rays from the sun causing sunburn                     | All workers assigned to outdoor tasks will be required to wear sunscreen on uncovered body areas. Sunscreen will be provided to workers.   | If there is no sunscreen at the site, the project work will be delayed or canceled until some is obtained. Workers refusing to wear sunscreen will not be allowed to work on the project.  |
| <b>Example:</b> A Scout is observed ignoring one or more of the safety rules.                          | Injuries to the scout or others                                      | A safety “tailgate” meeting will be held before starting any work on the project and again when the type of work or conditions change.   | For less serious situations, the scout will be given a warning and reminded of the safety rules. For 2 <sup>nd</sup> offenses or more serious situations, the scout will be told to stop by the project supervisor and no longer allowed to work on the project. |

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|  |                                      |  |   |
|--|--------------------------------------|--|---|
| <b>Example:</b> Working inside of a building.              | Fire in the building                 | Identify the building emergency exits and muster points prior to the start of the project and review with everyone working on the project. | In the case of a drill por actual emergency, evacuate the building using the identified exits and perform a head count to be sure everyone exited safely. |
| <b>Example:</b> Painting the completed canoe storage shed. | Improper disposal of leftover paint. | All excess paint will be donated to the ReStore for reuse.   | Paint spills will be cleaned up immediately to prevent further contamination of the ground or the water supply through runoff.                            |

Checklist of Items to include in your project workbook

- Sheriff or Police phone number for emergencies**
- First Aid/CPR**
  - Name and phone number of qualified adult
    - Trained in First Aid and CPR
    - Responsible for transportation to medical facilities
  - First-aid supplies readily available at the worksite
- Qualified Adult Supervision**
  - Assign an adult supervisor 21 or older to the project
  - The adult supervisor must understand and accept responsibility for the well-being and safety of youth involved in the project
  - BSA registered
  - Youth Protection Training
- Medical clinic to be used in an emergency**
  - Name of medical clinic
  - Address
  - Phone number
  - Map and directions (route from project site)
- Hospital to be used in a serious emergency**
  - Name of hospital
  - Address
  - Phone number
  - Map and directions (route from project site)
- Personal Protective Equipment**
  - Safety glasses
  - Gloves
  - Hearing protection
  - Hard hat (e.g. cutting limbs higher than your head)
  - Safety shoes
  - Sunscreen
  - Mosquito repellent
- Food and Water**
  - Adequate supply of drinking water and drinking cups at or near the worksite
  - Food to be supplied or brought by workers

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- Environment**
  - Provide containers for the collection and separation of waste, trash, oily and used rags, and other refuse
  - Use fire-resistant, covered containers for all solvent wastes, oily rags, and flammable liquids kept until removed from the work area
  - Description of how unused materials will be managed (donated, disposed, returned)
- Communications**
  - Description of communication system to be used when teams are working in different areas.
  - Assign a designated person for emergency communications, such as calling 911.
- Use of Tools and Materials**
  - Provide qualified instruction on the proper use of all hand and power tools
  - Tools and cords inspected to verify they are in good condition
  - Chainsaws and mechanical log splitters may be used only by trained individuals over the age of 18, using proper protective gear in accordance with local laws. [*Guide to Safe Scouting*]
  - Ladder safety
  - Lawn equipment safety
  - Safety precautions are reviewed and provided to workers for all chemicals used on the project. Examples would be paint thinner, paint remover, and lubricants such as WD-40.
  - Material Safety Data Sheets (MSDS) should be at the project site. These are available from the store at the time of purchase, by calling the manufacturer, or accessing through the internet.
  - Carbon tetrachloride must never be used in any way in the Scouting program. Even in small quantities, this poison has proved to be so deadly that it must be ruled out as a cleaning fluid, a fire extinguisher, a poison for insect killing, and a watermark detector for stamp collecting. [*Guide to Safe Scouting*]
- Road Safety**
  - Name of person driving volunteers to the project site
    - Does this person have car insurance and is their vehicle and insurance information on record with the troop?
  - There must be a seatbelt for each person.
  - No riding in the bed of pickups or on trailers is allowed. Trucks are designed and constructed to transport materials and equipment, not people. The bed of trucks or trailers must never be used for carrying passengers [*Guide to Safe Scouting*].
- Pedestrian Safety**
  - Volunteers be working or traveling by foot on or near streets
    - Pedestrian Safety Precautions
    - Traffic vests for visibility
    - Traffic watchers/spotters
- Restroom and Wash Facilities**
  - Identify where restrooms and wash facilities will be located for use by workers
  - Use buddy system for public restrooms
- Bicycle Safety** (see Appendix I)
  - When bicycles are used for transportation to the project or as part of the project
    - Must wear helmets
    - Bikes must be in proper working condition. Will they be inspected first?

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- Working Inside Buildings**
  - Verify that all emergency exits are clear, in advance of the work
  - Review the emergency evacuation procedure with workers prior to beginning work
  - Make sure everyone knows where to muster after evacuating so a head count can be made
  
- Working Outdoors**
  - Bites and stings – instruction regarding the hazards, how to avoid injury, and first aid procedures to be used in the event of injury
    - Snakes
    - Spiders
    - Ants
    - Bees and wasps
    - Ticks
    - Chiggers
    - Dogs or wild animals
  - Heat and cold – instruction regarding the hazards, how to avoid injury, and first aid procedures to be used in the event of injury
    - Hypothermia
    - Heat stroke
    - Heat exhaustion
    - Heat cramps
    - Dehydration
  - Poisonous Plants – instruction regarding the hazards, how to avoid injury, and first aid procedures to be used in the event of injury
    - Poison ivy
    - Poison oak
    - Poison sumac
  - Weather
    - Rain protection
    - Lightening protection
    - Cold weather protection
  
- Working at Night**
  - Reflective vests or clothing
  - flashlights

