



2014 Build-Site Volunteer

SAFETY GUIDELINES

Greater Indy Habitat for Humanity is dedicated to providing a safe and pleasant environment for volunteers, employees and homeowners in training working to achieve sweat-equity requirements toward their future home.

When you join Habitat for a day on the build site, you join in the mission of partnering with families and individuals in need to provide quality, affordable homes. Habitat volunteers do everything from raising walls to planting flowers. We could not serve our mission without you!

Habitat's goal is for every participant to have a safe and productive build experience. The construction site is a potentially dangerous environment, therefore it is imperative to commit full attention to each project and task assigned. Every participant on a Habitat build has a responsibility to keep the site safe for themselves and others.

No experience is necessary and all materials will be provided on-site (tools, materials, training).
Come prepared to be safe, have fun, contribute to the home and leave pleasantly tired!

VOLUNTEER GUIDELINES

- **Volunteer Schedule**
 - ◆ **Volunteer shift: 8:00 a.m. to 2:30 p.m.**
 - ◆ Please arrive at **7:30 a.m. for check-in**. Arriving on time ensures daily tasks and projects are completed by the end of the build day.
 - ◆ Parking is available on surrounding streets; please do not park directly in front of build site.
- **Safety Briefing**
 - ◆ All participants must attend a safety briefing at the start of each day.
 - ◆ You may have a cell phone on the build site, but it may only be used off the build site.
- **Release Waiver**
 - ◆ All participants must review and sign the 2014 Volunteer Release Waiver. Additional volunteer release waivers will be on the build site for convenience.
- **Age Requirement**
 - ◆ Participants must be at least 16 years-old.
- **Personal Protective Equipment**
 - ◆ Habitat provides all necessary materials for your safety on-site.
- **Weather**
 - ◆ Habitat builds in rain or sunshine.
 - ◆ The build superintendent will determine if cancellation is necessary on-site.
- **Clothing**
 - ◆ Closed-toe shoes are required on the build site.
 - ◆ Please dress appropriate for the weather.



General Safety Guidelines

- A Habitat site superintendent or designated representative will be on the build site at **ALL TIMES**.
- First-aid kits are maintained and are available on each site.
- If unsafe situations arise, please notify the site superintendent **IMMEDIATELY**.
- All accidents **MUST** be reported to the site superintendent.

Training

- Job specific training for participants is provided on-site by a Habitat representative.
- Habitat staff is trained for site-specific hazards, first aid and proper use of equipment.

Personal Protective Equipment (PPE)

- Habitat staff or a designated representative will provide information about proper use of PPE.
- Habitat staff and build-site participants must wear PPE on-site.
- Safety glasses are required when power tools are in use on-site.
- Hard hats are required when overhead work is being performed.
- Gloves are required when using knives or handling particular materials.

Ladders and Scaffolding

- Participants will be trained in ladder and scaffolding usage by a site superintendent.
- Equipment and firm footing placement will be inspected by a site superintendent.
- Set-up of scaffolding will be supervised by a Habitat staff member or site superintendent.
- When possible, scaffolding will be tied off to the building and will be level, plumb and strong.
- Complete guardrail and wallboard systems will be used to provide safe work surfaces.

Fall Protection

- Participants are expected to follow Habitat's Fall Protection Plan when working above six feet.
- During second story construction and around holes, complete guardrail systems are required.
- Participants are to follow Habitat's Safe Practices while using extension ladders.
- Participants will be instructed on how to use Habitat's 3 Point Contact System.
- During single story roof construction, participants must use Fall Arrest Harnesses and Toe Boards while working overhead. (ex. trusses, roofing and decking)

With questions or concerns, please contact:

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