

Job Name \_\_\_\_\_ Foreman / Serv. Tech \_\_\_\_\_ Date \_\_\_\_\_

**Working Alone**

Working alone is common at Hill. Whether it be in Service, SPG, Hill Fire, Aero Test and Balance or our Drivers, we often find ourselves working alone. The downside to working alone is that, if an incident occurs, there may not be anyone close by to help you. There are several things you should know to help you stay safer when working alone.

- Be sure to have a cell phone or two-way radio with you. Keep it charged and readily accessible at all times. Make sure you contact your supervisor or some other responsible person from your company and let he/she know where you are, when you will start work, and when you expect to finish.
- Check in with your contact as soon as you finish the job. If your contact doesn't hear from you when expected, they can try to contact you. If they can't reach you, they can send help.
- Whenever possible, check in with your client before you start work, and check out with them before you leave for the next job.
- If you wear a medical identification bracelet, remember that you may have to remove it so it won't get caught in moving machinery or when you're working near exposed, live electrical parts. If you remove it, place it where someone will see it if you go down while working alone.
- If you experience severe allergic reactions and carry an EpiPen, make sure the EpiPen is readily accessible and keep it where it can be easily seen by a potential rescuer.
- If you start to choke on something while you're alone and you can't breathe, perform the equivalent of the Heimlich maneuver on yourself. Bend over and thrust yourself sharply down on the top edge of a chair back or a similarly shaped solid object. The object should contact you in the abdomen just above the navel in an inward and upward position. Repeat the action until the object becomes dislodged.
- When working on roofs, ensure the roof hatch is secured OPEN. We've had an occurrence last year when a technician was locked out on a large roof. Let the house know your whereabouts as well.

Finally, let's not forget the fact that one crew member from a large construction crew can find him or herself working alone as well. Make sure that you are communicating with your partner as well to ensure that you are accounted for.

Attended by:

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