

## **SAFE JOB PROCEDURES 4.3**

**JOB TITLE:** DRYWALL APPLICATION

**DEVELOPED BY:** Dan Sager      **DATE:** July 22/04

**APPROVED BY:** Glenn Coleman      **POSITION:** Drywall Supervisor

**DATE:** August 20/04

**REVISED BY:** Phil Sayers      **DATE:** January 23, 2016

**EQUIPMENT REQUIRED:** Sawhorses, planks, utility knives, saws, tape measures, squares, rasps, keyhole saws, routers, screw guns, drywall lifters, caulking guns, hatchets, lights, cords, pencils, felt markers, ladder, scaffold, scaffold wheels.

**MATERIAL REQUIRED:** Drywall, glue, nails, screws

**PERSONAL PROTECTIVE EQUIPMENT:** Steel-toed boots, eye/ear protection, and hard hats, N95 mask, gloves, long sleeves.

### **JOB STEPS:**

1. Examine work site for safe access and evacuation routes, for loading equipment and supplies into site making sure a proper route with good footing from vehicle to the inside exists. Examine inside of site for any hazards to movement such as protrusions or holes in floors.
2. Set up work surfaces, scaffolding, sawhorses and ladders to ensure obstacle free, level area to manipulate equipment and materials. Minimize tools and materials on platforms. Maintain three points of contact when climbing and do not climb ladders higher than third rung from top. Inspect all sawhorses, ladders and scaffolding before each use. Engineered trusses must not be used as scaffold planks.
3. Ensure safety rails are in place around all stairwells, only remove them when proper scaffolding is in place in working area and replace as soon as high work is complete. Stair railings must be left in place at the end of every working day and at the completion of each phase of the job. Stair railing brackets are not to be removed unless they are reinstalled immediately after drywall installation.
4. 220 volt outlets are always present by the time the house gets boarded. Power to the switches must be turned off prior to working around them. Find the breaker and flip the switch to turn off power first. Either gently pull the plug forward to router behind the plug or pre cut the area and slide the board down around the plug. Once completed the area, turn the power back on to that plug.

5. Mark framing members taking care to prevent eye injuries and falls.
6. Cut sheets to length being careful with sharp tools and observing walking routes.
7. Pick up, carry and install sheets using proper lifting techniques and route observation and taking care to insure sawhorses, ladders and scaffolds are secure. Use hard hats when anyone on site is working at a higher level and to and from the dwelling.
8. Use adhesives with good ventilation as per manufacturer's instructions taking care not to get products on skin or in eyes.
9. Fasten sheets to ceilings using eye protection to ensure dust, metal filing does not injure eyes and make sure sheet is fully supported before releasing.
10. Use proper hearing and eye protection when trimming drywall with routers or fastening with screw guns and take care not to entangle loose clothing jewelry or hair.
11. Do not work in unventilated spaces when power trowels or malfunctioning space heaters are being used. Do not work in any areas where spray painting is being carried out unless proper respirators are used.
12. Protect against unexpected door openings when working around entrances and garage doors.
13. Ensure cords and electrical receptacles are in good repair before plugging in routers and screw guns.
14. Remove scrap drywall from site as it may create a tripping or falling hazard. Take precautions not to injure other workers when removing scrap drywall from upper levels of job site. To ensure other workers on the site are not injured, take a piece of scrap board and write "Overhead Hazard" on it. Attach the board to the outside of the garage. This will ensure all workers are made aware. Other options include using a spotter on the ground, taping off an area with caution/danger tape and always communicating with other workers on the site what you will be doing.
15. Never remove scrap from upper floors when it's windy. The board becomes too unpredictable. Put any used blades or small particles of drywall into poly or bag and dispose of in scrap pile.
16. When final site clean and refuse removal is done use dust masks and eye protection to prevent lung or eye injury.
17. Do not smoke when working with drywall or gluing compounds or anytime on site.
18. Load out materials and equipment insuring a safe route from site to vehicle.