Toolbox Talks are intended to facilitate health and safety discussions on the job site. For additional Toolbox Talks, please visit SAFETY.CAT.COM™

**TOPIC: Protecting The Public**

- Place proper safety signs and instructions for public access to the work area
- Keep public separated from all other commercial traffic
- Alert public when operating a machine for clean up in their area
- Do not allow children or animals out of the vehicles for unloading
- Keep proper safe distance for waste and machine from any public vehicle or person.
- If possible, keep a separate spotter for the public
- Keep the job site fenced off to prevent easy access
- Place barriers before all road entrances to the site and adequately light the entrances
- Ensure there is enough clearance around a job site to protect people from falling material
- When work has stopped for the day, make sure:
  - The boundary is secure
  - All ladders are removed or their rungs boarded
  - All excavations and openings are securely covered or fenced off
  - All mobile equipment is immobilized to prevent unauthorized use
  - Bricks and other materials are safely stacked
  - Flammable or hazardous substances, tools, and other materials are locked away in secure storage locations

<table>
<thead>
<tr>
<th>Discussion Date:</th>
<th>_________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Participants:</td>
<td>______________________</td>
</tr>
<tr>
<td></td>
<td>______________________</td>
</tr>
<tr>
<td></td>
<td>______________________</td>
</tr>
<tr>
<td></td>
<td>______________________</td>
</tr>
</tbody>
</table>

The material in this document is provided for informational purposes only and not as a comprehensive or exhaustive resource on this topic. This material has been compiled from a multitude of sources believed to be accurate; however, Caterpillar Inc. assumes no responsibility for the accuracy or currency of this information and encourages you to consult experts in this area for more information. In no event does the content of this document supersede any applicable local, state, or federal statutes or regulations.