Toolbox Meeting Guide

Using personal flotation devices and lifejackets in cranberry fields and reservoirs

Flooded cranberry fields and reservoirs may pose a drowning risk. The depth of the water sometimes varies and may exceed your height. This means you must wear a personal flotation device (PFD) or lifejacket in case you fall in the water.

The flotation device you choose should be right for the job. It should fit well, be comfortable to work in, and allow you to move freely while you work.

Your employer must provide and enforce the use of personal protective equipment (for example, PFDs, lifejackets, and chest waders) when required. Your employer must also make sure that written safe work and rescue procedures are available at your worksite and are written specifically for your worksite. In addition, your employer needs to instruct you in these procedures (at toolbox meetings, for example).

If you are required to wear a PFD, a lifejacket, chest waders, or other personal protective equipment, you must do the following:

- Inspect it before using it.
- Use it as you have been trained and instructed.
- Report to your supervisor or employer if it's not working properly.

If you are working alone, you must wear a lifejacket. Lifejackets are self-righting. This means they are designed to turn an unconscious person face up in the water to prevent drowning. Working alone means you are not in sight or earshot of another worker who can help you right away if you fall in the water.



Example of a PFD



Example of a lifejacket required for working alone

Safety checklist

Your employer must ensure that the following issues are addressed before you start work in the water.

Ree	quirements	Name and title of person responsible	Initials
	Workers are instructed, trained, and supervised		
	PPE (PFD, lifejacket, chest waders) is on site		
	Written safe work procedures are on site and have been reviewed with workers		
	Written rescue procedures are on site and have been reviewed with workers		
	A person has been assigned to coordinate and implement rescue procedures		
	First aid services are on site		

Site-specific drowning hazards

Your employer can use the space below to sketch your cranberry field and identify potential drowning hazards (for example, drainage ditches).

Maximum water depth of field	Maximum water depth of ditches	Maximum water depth of reservoirs		

Project						
Address		City		Province	Postal code	
Employer		Supervisor				
Date (yyyy-mm-dd)	Time			Shift		
Number in crew		Number attending				

Other safety issues or suggestions made by crew members

Record of those attending

Name (please print)	Signature	Company
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

Manager's remarks	
Manager's signature	Supervisor's signature