

## **How to Conduct a Safety Stand-Down: Suggestions for Preparing for a Successful Stand-Down**

1. **Start early.** Designate a coordinator to organize the stand-down. If you have multiple work sites, identify the team that will lead the stand-down at each site.
2. **Involve others.** Ask your subcontractors, owners, suppliers, or others associated with your operation to participate in the stand-down.
3. **Review your engulfment prevention program.** This will help provide a more effective stand-down.
  - a. **What prevention measures are you using and are they effective?**
    - De-energize (turn off) and disconnect, lockout and tag, or block off all mechanical, electrical, hydraulic and pneumatic equipment that presents a danger, particularly grain-moving equipment.
    - Prohibit walking down grain and similar practices where a worker walks on grain to make it flow.
    - Prohibit entry onto or below a bridging condition, or where grain is built up on the side of the bin.
    - Provide each worker entering a bin from a level at or above stored grain, or when a worker will walk or stand on stored grain with a body harness with a lifeline, or a boatswain's chair.
    - Provide workers with rescue equipment, such as winch systems that are specifically suited for rescue from the bin.
    - Station an observer who is equipped to provide assistance and perform rescue operations outside the bin.
    - Ensure that communications (visual, voice or signal line) are maintained between the observer and the workers who entered the bin.
    - Test the air within a bin for oxygen content and the presence of hazardous gases before entry.
    - Provide and continue ventilation until any unsafe atmospheric conditions are eliminated.
    - If toxicity or oxygen deficiency cannot be eliminated, workers must wear appropriate respiratory equipment.
    - Issue a permit each time a worker enters a bin, certifying that precautions have been implemented before workers enter the bin.
  - b. **What needs improvement?** Is your program meeting its objectives? Are you experiencing fatalities, injuries, or near misses? Are employees aware of your company's protection procedures?
  - c. **What training have you provided to your workers?** Does it need revision or updating?

- d. **What equipment have you provided to your workers?** Is better equipment available?
4. **Develop presentations or activities that will meet your needs.** Decide what information will be best for your workplace and workers. The meeting should provide information to workers about hazards, protective methods, and the company's safety policies, goals and expectations. Hands-on exercises such as a worksite walk around inspection, equipment checks, etc. can increase retention.
  5. **Decide when to hold the stand-down and how long it will last.** Decide if the stand-down will take place over a break, a lunch period, or some other time to be more effective.
  6. **Promote the stand-down.** Try to make it interesting and compelling to workers. Some employers find that serving snacks or hosting activities increases participation.
  7. **Hold your stand-down.** Try to make it positive and interactive. Let workers talk about their experiences and encourage them to make suggestions for improvement.
  8. **Follow up.** If you learned something that could improve your engulfment prevention program, make the changes.