

SAFE WORK PROCEDURE

Carpet/Rubber Base Installation

Guidance Documents/Standards/Applicable Legislation/Other

- MR 217/2006: 2.1 Safe Work Procedures, 6.1 Personal Protective Equipment, 8 Musculoskeletal Injuries, 12.3, 16.4 Machine and Tool Safety, 16.5 Safeguards Required

Pre Job Requirements:

- All workers are to be provided with and trained in this procedure documenting on paper and submitting to the office for processing.
- All potential hazards (people, equipment, materials, and environment) discussed and communicated to workers implementing affective controls.
- All workers are to be trained in WHMIS, First Aid and the proper use of PPE and equipment required to perform this task.
- All workers should be made aware of the risk of MSIs to the back, knees, wrists and elbows. In order to prevent MSIs employees should: use proper lifting techniques, avoid twisting and take breaks to stretch as required and rotate jobs between coworkers.

Main Hazard:

Cuts, musculoskeletal injuries (MSIs) – back, knees, wrists, elbows

PPE Required:

Hard hat, safety footwear, eye protection, gloves

Equipment Required:

First aid kit, MSDS, base gun, knife

Carpet/Rubber Base Installation:

1. Bring material into area where being installed following the Soft Flooring Safe Material Handling Procedure.
2. Ensure area is clean and free of debris.
3. Roll base out on floor along length of wall walking backwards in an upright position; avoid bending and moving in an awkward position.
4. Cut base to desired length following proper cutting procedures.
5. Put base cement on back of base with base gun.
6. Place base on wall and rub to ensure base cement spreads out evenly.
7. Repeat for all walls in area.