

Habitat for Humanity Rules to Build By

Thank you for volunteering your time and talents with Habitat for Humanity-North Central Georgia! Working on a construction site can be dangerous when people are careless; we ask that you be responsible for your safety and be conscious of the safety of others. We hope you enjoy your experience and it is injury free. The following are a few basic rules we ask you to “build by.” Please read this document carefully, and then sign your Release and Waiver of Liability. This form **MUST** be turned in before you begin any volunteer work. Also, it’s important that you arrive at the worksite by 8:45 a.m. in order to participate in the safety orientation.

Construction Policies

- No one under the age of 16 is allowed on site – no exceptions. Volunteers ages 16 and 17 must have a parent or guardian sign the Minor Waiver and Release of Liability.
- Volunteers ages 16 and 17 may be excluded from certain activities, such as but not limited to, working with power tools.
- No smoking allowed on site.
- Report all injuries to your house leader immediately.

Proper Clothing

Volunteers should dress comfortably, but appropriately for a hard day’s work. Loose clothing and improper shoes can be dangerous.

- Work boots or no-skid, thick-sole shoes are preferred. **No sandals or open-toe shoes.**
- Long pants and long sleeves are recommended, as some construction materials can irritate your skin.
- Layering is good for added warmth in colder months.
- Bring a pair of work gloves if possible.
- Always wear sunscreen.
- Eye and ear protection are available and should be worn on the site as needed as are hardhats.

Tools and Materials

We provide all tools needed for the build. Volunteers are welcome to bring tools, but Habitat is not responsible for lost or damaged tools. If you do choose to bring your own, please take time to clearly mark them with your name and phone number.

- Always use the right tool for the job and ask for instructions before using a tool for the first time.
- Tools should not be loose, dull, or poorly adjusted. Please notify the house leader if unsafe or damaged tools are in use.
- Check for defective cords, plugs, and switches; do not use anything that looks unsafe.

- Never remove or disable tool guards. Ask house leader for help if a tool jams.
- Support materials properly before cutting or drilling. If necessary, use both hands to operate a tool safely.
- Never place tools where they can fall on someone or cause an accident, e.g. top rung of a ladder, rooftop, railings.

Ladders and Scaffolding

Many tasks performed on site require a ladder and, in some cases, scaffolding.

- Inspect all ladders before use.
- Set ladder on solid ground. To level, dig a hole on the high side rather than building up the lower side.
- Use the correct size ladder; never overextend yourself.
- Never stand on the top rung of a ladder.
- Always face ladder and keep hands free while climbing.
- Consult house leader for proper scaffolding erection and bracing.
- Inspect scaffolding before use; do not use damaged planks.
- Scaffolding must be level before use.

Weather Conditions

We typically work rain or shine, depending on the task for the day! Certain tasks, like siding, exterior painting, and landscaping, cannot be done in the rain. Workdays are sometimes canceled in advance due to adverse weather conditions, and workdays may also be cancelled, on site, due to lightening, which is a safety hazard.

Online Safety Training

Please consider taking an online volunteer training course before you come. This course will help you prepare for the workday and will help Habitat keep insurance costs down. [Click here](#) to take the online safety training.