

DAILY SAFETY JOB BRIEFING-METROLINK

Lead Name: _____

Today's Date: _____

Location of Job: _____

Track #: _____

Time: _____

INSTRUCTIONS: All employees shall review tool box talk #1 at a minimum prior to entering the alignment. This includes lone workers. Record Toolbox Topic Discussed Below.

Other Safety Issues or Suggestions Made by Crew Members:

Record of those Attending:

Name (Please Print): Badge #	Signature:
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
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10.	
11.	
12.	
13.	
14.	
15.	

Lead Signature: _____

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Topics within this tool box talk shall be discussed with every Metro Employee prior to entering the alignment.

	YES	NO
Are all employees current on track access certification?	☐	☐
Have all employees reviewed the daily operating clearance and understand the scope of work?	☐	☐
Do all employees know which track or tracks the restriction(s) is in effect for?	☐	☐
Do all employees know where the approved "clear to" location is to allow for safe passage of trains?	☐	☐
Do all employees know maximum authorized speed of trains for each track including the track with the restriction in effect?	☐	☐
Do all employees understand the communication protocols?	☐	☐
Do all employees know how the railroad flagger will warn workers of an approaching train?	☐	☐
Do all employees have the correct PPE and equipment to perform their jobs safely?	☐	☐
If Track Cars are utilized, visually verify all locking pins are secured.	☐	☐

If the answer is NO to any of these questions, NO WORK CAN BEGIN.