



# *Agricultural Worker Beware™*

## **Electric and Natural Gas Safety Trainer's Guide**

The *Agricultural Worker Beware* information from PG&E helps inform your employees about working safely around electric and natural gas lines. This guide contains ideas for effectively presenting this information to employees in a safety meeting.

### **Prepare in Advance**

Preview the information before you show it to employees. Identify the key hazards your employees face when working around electric and natural gas lines, so you can focus the group's attention on these hazards during the meeting. Identify the steps workers should take if their equipment contacts utility lines, including whom to contact and what to do if a coworker is injured.

### **Your Six-Step Meeting Plan**

#### ***1) Advertise the meeting.***

Post a notice well in advance of the meeting in a highly visible location.

#### ***2) Pass a sign-in sheet.***

Keep attendance records of all safety meetings because someday you may have to document who attended the meeting, what the session covered and when it was held.

#### ***3) Offer an overview.***

Tell employees what you will cover in the meeting. This is a good time to convey the importance of this information—that it can keep employees from being injured or killed.

#### ***4) Display the Agricultural Worker Beware poster in the meeting.***

Review the key safety tips in the poster with participants. Stress that these are rules you insist they follow.

#### ***5) Discuss the information with participants.***

Participants will retain more information if they get involved in activities and discussion. Here are some ideas:

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- Invite employees to discuss the dangers of contacting electric and natural gas lines and the particular risks they face in their jobs.
- Emphasize that employees must keep themselves, their tools, their equipment and their vehicles **at least 10 feet away** from all overhead lines. Higher voltages require a larger safety zone. For questions about power line voltages, call PG&E at **1-800-743-5000** or our Agricultural Customer Service Center Help Line at **1-877-311-3276 (FARM)**.
- Remind employees to notify 811 at least two working days (not including the date of their request, weekends and legal holidays) before they rip, till, augur, grade or excavate in any way. Call **811** or use the online ticket entry system at **california811.org**. Never rely on freestanding pipeline markers as a substitute for 811 notification, as these markers show only approximate pipeline locations.
- Talk about any recent electric or natural gas contact incidents in your area. Discuss safety precautions that might have prevented these incidents.
- Encourage employees to ask questions about the materials, required safety clearances, company safety procedures, etc. If employees have questions you can't answer, research the answers yourself and respond to them as soon as possible.
- Ask each employee to name one thing they have learned from the materials that will help them be safer on the job.

**6) *Display the Agricultural Worker Beware poster in a prominent spot.***

Urge employees to use it periodically to review the safety guidelines.

**If you suspect a gas leak, or if you contact a gas pipeline or an electric power line, call 911 and PG&E immediately at 1-800-743-500 or our Agricultural Customer Service Center Help Line at 1-877-311-3276 (FARM) and notify the Underground Safety Board at [california811.org](http://california811.org) within two hours. Report all utility contacts, even if damage appears minor.**