

# 1 Pre- Production Preparations for Your Site

Note: Clarify if you or the person/group commissioning you will be responsible for the following:

Obtain a city street occupation permit (\*If required, have a clear traffic redirection plan)

Prepare signage as needed (a-frame with project info, signs for 'workers above', as well as delineators, pylons, caution tape)

Assess any hanging wires and have them covered by Hydro if needed (\*distance allowances depend on voltage)

Research and have on site the Safety Data Sheets (SDS Sheets) for each product being used

Assessing if the site requires any cleaning beforehand (i.e. tall grasses in front of walls, litter, glass, biohazards like discarded syringes)

Assess if the site has access to public washrooms, and coordinate portable toilets if needed

Visit and assess the site beforehand for personal safety risks (i.e. Is the site isolated? Is your work site and storage area within sight lines of the public, who could aid you if an issue arose? Is it advisable to have another artist/ staff on site with you if the site is higher risk in these ways.)

Connect with a local safety contact and create a safety plan if any on site conflicts with the public arise

## 2 Pre- Production Preparations Yourself

Share your Emergency Contact information, allergies or medical conditions with the group commissioning you

Working at Heights Training Certification (*\*Working at Heights training is a mandatory Ministry requirement for any worker that is exposed to a fall of 3 meters or more, or who is wearing any fall arrest equipment*)

Aerial Lift Training Certification (*\*if needed*)

WHMIS (*\*if needed*)

Ensure that you are trained on any fall protection equipment to be used

Clarify if specific PPE is recommended and/or required and what will be provided or is the responsibility of the artist (i.e. safety vests, gloves, steel toed boots, hard hats, harness, safety goggles, masks with ventilators for aerosol)

Clarify if you should not be wearing headphones (i.e. if painting in a high traffic area and close to traffic)

Collect all phone numbers and create a team messaging thread for communications (Whatsapp group, Slack channel, etc.)

Create a production schedule and ensure that the team /person/ group commissioning you are always on site, and that no artist works alone on site

Share a local safety contact and a safety plan if any on site conflicts with the public arise

Clarify where to address any concerns throughout the project (i.e. a Project/ Organizational leader's contact information)

### 3 Production Daily Check-Ins

Check to see if the weather report is calling for rain, thunderstorms, extreme heat or air pollution levels and communicate plan if weather restricts a safe painting day

Ensure site materials are well organized (no loose materials, wires, drop cloths, etc. that could be tripping or falling hazards)

Ensure you and your artist team are wearing all PPE necessary (i.e. safety vests, gloves, steel toed boots, hard hats, harness, safety goggles, masks with ventilators for aerosols)

Regularly schedule breaks indoors or in the shade for your artists, being mindful of working in the sun, wearing sunscreen and hats, and having water and food breaks as needed

Lock your portable toilets whenever you are leaving for the day or not on site

Make sure to properly clean brushes, trays and your hands, especially before eating or leaving the site

## 4 Post-Production Project Wrap Up

Artists are notified about the option to provide feedback (anonymously if they wish)

Yourself and any artists on your team have signed a Media Release form or stated if they prefer not to be in any documentation, if any photos or videos of you and/or them are to be posted publicly

***\*\* Additional details are in the Full Health & Safety Toolkit Document – for reference, if ever needed***