

Safety Facts: Working Alone*

Working alone or in isolation means working with no readily available assistance in an emergency, injury, or illness.

How do I determine what I need to do to ensure my worker has assistance available to them?

To make a proper determination, you must do a risk assessment. Your assessment should answer some basic questions.

1. Who is readily around that can help my worker?
2. How will those people know my worker needs help?
3. Will these people be able to help promptly?



I have workers that work alone, now what do I do?

Based on your risk assessment, you will need to develop control measures. These can include engineering or administrative controls and safe work procedures.

Safe work procedures might include documented work protocols:

- Locking doors
- Extra staffing
- Regular call-in procedures for workers or
- Regular checks on your worker's well being



If I give my worker a two-way communication device, is that considered readily available assistance?

No. A two-way communication device is one way to control hazards established through your risk assessment. Still, it doesn't remove employer responsibility to meet other working alone or working in isolation requirements.

Can customers be considered as readily available assistance?

Typically, there are times when no additional people are present, so you should not consider customers as readily available assistance.

I operate a small business and employ family members. Does the working alone regulation apply to me?

If you pay family members, they are workers, regardless of their age, and you are their employer.



For additional resources visit:

Guidelines – Part 4 – Working Alone or In Isolation

Working alone or in isolation

Working alone: A Handbook for Small Business

Working Alone Toolbox Talk

Name of Facilitator: _____ Date: _____

Supervisor Signature: _____ Date: _____

Employee feedback/questions/recommendations

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|-------|-------|
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| _____ | _____ |
| _____ | _____ |
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| _____ | _____ |

Workers who attended

| Name | Initial | Name | Initial |
|-------|---------|-------|---------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
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Key Talking Points (Facilitator Notes)
