

A FIELD GUIDE

Put AI to Work on Safety

Six tools, six safety tasks, six ready-to-use prompts.

For safety managers, superintendents, and owners using AI tools for everyday safety work.

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General information only, not legal advice. Reading or using this guide does not create an attorney-client relationship. Facts and deadlines in a specific matter can change the right answer.

01 Start here

Choose a task. Use an employer-approved account. Attach only authorized, minimized data. Replace every [bracket], paste the prompt, then check the result against your sources.

THE FORMULA

Role + context + task + output + limits.

02 Keep these out of any AI tool

An AI account is a third party. What you put in it may be stored, reviewed, or produced in discovery.

BEFORE YOU PASTE

Privileged material. Anything from a counsel-directed incident investigation or legal advice. Sharing it can waive privilege.
Records under a hold. Work from copies. Never edit, summarize over, or replace an original that may be evidence.
Injured workers' details. Names, medical information, and privacy-concern cases from the OSHA 300 Log.
Restricted business data. Trade secrets, client data, or anything a contract says stays confidential.

03 Recommended prompts

1 ChatGPT

MONTHLY EXECUTIVE SAFETY BRIEF

"Act as my safety advisor. Using the discussions in this project and [current reports] for [month], draft a one-page executive brief: three priority exposures, progress, unresolved issues, decisions needed, and next actions with proposed owners and dates. Separate confirmed facts from recommendations. Label each recommendation as a legal requirement, a consensus standard, or a best practice, and don't call anything a violation unless the cited standard clearly applies. Cite supporting dates or records, flag stale or conflicting information, and don't assume access to every past conversation. Before you start, ask me the essential questions about anything missing."

2 Claude

POLISHED INSPECTION REPORT

"Turn [field notes and labeled photos] into an editable inspection report for [project and audience], following [template or style example]. Include an executive summary and a numbered table with: observation, location, applicable requirement, assessment, recommendation, proposed owner and target date. Match photo captions to finding numbers. Use words like 'observed,' 'appears,' and 'photographs indicate'; don't state more than the evidence shows. Cite only the requirements I supply, and mark any finding without one as 'requirement to be confirmed.' Before you start, ask me the essential questions about anything missing."

3 Grok

RECENT INCIDENT LESSONS FOR CREWS

"Find three publicly reported construction incidents from the last 30 days involving [trade or hazard]. Give dates, locations, and source links. Prioritize OSHA and state agency releases and established news outlets; treat X posts only as leads and flag anything unverified. Separate confirmed facts from unknowns. Don't name injured workers, infer root cause, or assign blame. Pick the most relevant incident and write three crew discussion questions about similar exposures on our project. Before you start, ask me the essential questions about anything missing."

4 Copilot in Excel

INSPECTION TRENDS AND OVERDUE ACTIONS

"Analyze [inspection and corrective-action tracker] for [period]. First flag missing dates, duplicates, inconsistent hazard categories, and actions with no owner or due date. Summarize recurring hazards by project and trade; list overdue high-priority actions and owners. Chart open actions by age. Show supporting rows and calculations, and preserve the original data. Distinguish finding counts from risk. Don't rank project safety performance without comparable exposure data, and don't decide whether any injury is recordable; list those cases for review. Before you start, ask me the essential questions about anything missing."

5 Perplexity

RESEARCH FOR AI AND WORKPLACE SAFETY

"Prepare a research brief for a [45-minute] presentation on AI and workplace safety for [audience]. Prioritize OSHA, NIOSH, and peer-reviewed research. Cover practical applications, evidence of benefits, limitations, privacy, and human oversight. For each key claim, give a direct source link, publication date, and the supporting passage or page; flag sources older than three years. Separate demonstrated results from vendor claims. Finish with five takeaways and leave out unsupported statistics. Before you start, ask me the essential questions about anything missing."

6 NotebookLM or Notebooks in Gemini

SITE ORIENTATION FROM APPROVED SOURCES

"Using only [approved site safety plan, emergency plan, and project rules], create an eight-slide orientation for [trade / new workers]. Cover site access, key hazards and controls, PPE, emergency contacts, evacuation, incident reporting, and stop-work authority. Add speaker notes and a five-question knowledge check with an answer key and source references. Mark missing contacts or locations NEEDS CONFIRMATION, flag any instruction that conflicts between sources instead of choosing one, and don't invent site rules. Before you start, ask me the essential questions about anything missing."

04 Four habits that improve every result

- **Protect your data.** Employer-approved accounts only. Remove names and identifying details you don't need.
- **Protect privilege.** If counsel is involved, ask before any of it goes into an AI tool.
- **Verify the output.** Open cited sources. Check facts, math, standards, and site details before anything is signed or sent.
- **Make it ask first.** Every prompt ends with that line. Keep it; answers improve when the AI asks before it drafts.

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