

# Health and Safety Management Policy



# **Health and Safety Management**

# 1.1 Health and Safety Management Introduction

We see compliance and accepted industry safety standards, environmental, and safety regulations and requirements as integral parts of daily work planning and work execution on all our Projects. We manage safety through disciplined risk assessments, hazards identification and abatement, conduct of operations and conduct of maintenance standards.

# 1.2 Health and Safety Management Plan

The Site Engineer will submit to a Safety Plan for the performance of work under the contract within 30 days of contract award, including safety training lesson plans. The graphic to the right outlines our Safety Plan. We discuss briefly below the more important elements of our Safety Plan. Our Safety Plan will include and address all labor, management, supervision, tools, materials, vehicles, and

SAFETY PLAN OUTLINE Safety Plan Vision Mission
 Safety Policy Statement
 Partnering
 Goals and Objectives Introduction Program Manager/Managers
 S&RC Director Safety Employer ·Employees Responsibilities Accident Prevention Program
 Hazard Communication Program
 Emergency Action Plan
 Construction Safety Safety Programs Comprehensive Safety Training
 Periodic Safety Training
 New Employee Safety Orientation
 OSHA Compliance
 Hazardous Materials Handling
 Task Specific Safety Training Safety Awareness/ Training Accident Investigation/Reporting
 Damage Investigation/Reporting
 Infection Control Analysis/Reporting
 Safety Incident Investigation/Reporting
 Develop Lessons learned Safety Analysis/ Reporting Update Lessons Learned Database Modify and Improve Safety Program Program Safety Plan Outline Safety Plan is comprehensive and in full compliance with accepted industry requirements.

equipment required to provide centrally managed safety services in support of our employees and subcontractors.

### 1.3 Health and Safety Policy

It is a priority of our and its contract key managers to provide safe and healthy working conditions and to establish and insist upon safe work practices at all times by all employees and to work with customer managers to provide for a safe complex for customer and our employees. A fully trained and qualified Quality/Safety professional will oversee our safety services.



### 1.4 Responsibility for Preparing the Health and Safety Plan

The Site Engineer, assisted by the Corporate Safety Director, will be responsible for preparing each contract Safety Plan, obtaining the appropriate approvals, and publishing and promulgating the plan.

### Company Safety Responsibilities

- Provide a workplace free of avoidable hazards
- Prohibit customers and employees from unsafe workplaces
- Prohibit alcohol/narcotics from the workplace
- Prohibit use of unsafe tools/equipment
- Establish/enforce rules for a safe workplace
- Control chemical agents
- Protect employees and our customers from biological agents

### **Employee Safety Responsibilities**

- Study/follow all safe work practices
- Report workplace hazard/injury/illness
- Apply the principles of accident prevention
- Take care of all personal protective equipment
- Follow traffic safety rules and drive safely
- Not wear torn/loose clothing around machinery
- Not remove/displace/destroy safeguard notices or devices
- Do everything possible to protect the life and safety of customers and employees.

# 1.5 Accident Prevention Program

All employees will receive safety orientation stressing these basic elements of accident prevention:

- Instruction in safe working practices
- Driver safety
- Control of hazards
- How to report unsafe conditions/practices
- Use of personal protective equipment (PPE)
- What to do in emergencies
- Identification of hazardous materials/safe use
- How, when, where to report injuries/illnesses.



### 1.6 Hazard Communication Program

All customers and employees of our company will participate in the Hazard Communication Program. This program will be available on Safety Bulletin Boards at and on line at the website for review by all employees. All containers of hazardous materials will be appropriately labeled before release for use. The Site Engineer will prepare Material Safety Data Sheets (MSDS) for all hazardous materials in use and will make these MSDS' available to all employees during each work shift.

### 1.7 Health and Safety Training and Meetings

The Site Engineer will develop and provide for the implementation of a comprehensive formal safety-training program for all employees within 30 days of contract award. The program will include annual training plan subjects such as: safety orientation for all new employees, regulatory compliance, hazardous materials control and management, use of protective personnel equipment, hazard communication and awareness, asbestos awareness, construction safety, safe chemical handling, respiratory protection, hearing conservation and noise abatement and sight conservation, recreation and off-duty safety, traffic safety, Lesson plans will include all course materials, e.g., visual aids, course books, handouts, etc.

### 1.8 Emergency Action Plan

We will assist our Site Engineer in preparing a Mobilization and Contingency Plan addressing all potential emergencies.

### 1.9 Health and Safety Bulletin Boards

The Site Engineer will establish/maintain health and safety bulletin boards in prominent and accessible locations where new or significant health and safety information will be posted. This information will also be posted on the website.

### 1.10 Procedures to Ensure Compliance with Regulatory Requirements

We take a proactive approach to compliance with health and safety regulatory requirements. We insist on the total commitment of managers, supervisors, and employees to health and safety procedures that protect the public, customer personnel, employees, subcontractors, and property and equipment at the facility/complex. We insist on the early identification of hazards, site investigation and the assessment of risks in performing work, identification of corrective/procedural requirements, and access by employees to Web-based safety procedures, engineering controls, and work practices.



# 1.11 Reporting of Accidents and Damage to Customer Property

The Site Engineer will report to the key customer contact on all accidents that occur on customer property and all damage to customer property by contractor employees or customers. The Site Engineer will ensure that our customers and our employees know where fire alarms are located, how to activate them, and how to respond to a fire alarm or fire.

### 1.12 Health and Safety Management

The Site Engineer and designated Health and Safety Manager will establish policies that require awareness of and strict adherence to health and safety requirements. Site Engineer and Health and Safety Manager will develop and promulgate safety procedures, direct and coordinate safety inspections, conduct investigations of safety incidents, prepare reports, and maintain safety files, documents and records.

The investments we have made in our Health and Safety Program and the emphasis we have placed on it have produced one of the lowest O&M incidents and injury rates in the industry and we will bring this program to each and every project we have or will have in the future.