

INJURY AND ILLNESS PREVENTION PROGRAM ESTABLISHING A SAFE WORKPLACE

I believe in maintaining a safe workplace. My experience with workplace safety and health has been positive and contributes to our productivity and culture. As a company, we are committed to leading and supporting safety performance.

The Pocket Safety Program has been adopted to establish and maintain a safer workplace. Everyone is expected to read it, understand it and follow safe work practices during the performance of daily assignments.

I want everyone to participate and help us maintain a safer workplace. Supervisors and experienced employees should work closely together to help our new employees recognize and respond appropriately to work-related hazards. Everyone will attend safety training sessions, use their knowledge and experience to protect each other and, ultimately, the happiness of our families.

The Pocket Safety Program is part of the foundation of our safety management system and reflects my commitment to providing leadership and continuous improvement. For these reasons, maintaining a safe workplace starts with a daily assessment and crew meeting to focus on safe work practices. Learn how the system works to identify and prevent hazards and communicates our safety expectations.

If there are questions about the program, please ask your supervisor or our Safety Specialist. If you wish to communicate anonymously, please use the Safety Alert Card in the back of your Employee Pocket Safety Program and mail it in to: Safety Specialist or Human Resource Manager, 5302 Roseville Rd, North Highlands, CA 95660. Replacement books are readily available at the office. We will do everything possible to protect your anonymity, investigate your concerns, and resolve them in the safest manner.

Thank You,

Kevin Lund, President

Revision Date:

January 31, 2024

This Book Belongs To

Employee: _____

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Part 1 RESPONSIBILITY TO MAINTAIN A SAFE WORKPLACE

Kevin Lund or His Designee has the authority and responsibility for implementing the program. Our Program Administrator will assist with safety training, accident investigation, updating the Pocket Safety Program and Safe Work Practices, maintaining safety records, and reporting a serious injury to the proper authorities as soon as possible but within **eight (8) hours**.

Managers are responsible for developing company policies and practices to enhance safety; and conducting periodic safety inspections to maintain an effective program. **Supervisors** will maintain a productive, safe workplace, and ensure the following:

- ❖ Employees are trained to recognize hazards.
- ❖ Employees use and maintain protective equipment in safe condition.
- ❖ New employees are monitored during the first two weeks of work.
- ❖ A Task Hazard Process is performed for each task.
- ❖ Safe Work Practices are followed.
- ❖ Safety expectations are communicated.
- ❖ Equipment and tools are inspected before use.
- ❖ Accidents, injuries and close calls are investigated.
- ❖ Telephone numbers for emergency services in the area are posted and readily available to employees.
- ❖ Exceptional safety performance is recognized and recorded.

Employees must comply with the following requirements and avoid taking short cuts:

- ❖ Safety provisions and practices in the Pocket Safety Program and all company Safe Work Practices.
- ❖ Immediately report unsafe conditions, actions, injuries, warning signs/symptoms of illnesses, accidents, close calls, and/or property damage to a Supervisor.
- ❖ Use Personal Protective Equipment (PPE) and other safety devices in accordance with manufacturer's instructions when directed by a Supervisor or required by Safe Work Practices.
- ❖ Alert a Supervisor/Lead if you require training on how to properly use protective devices, specialized tools or mobile equipment.

Part 2 COMPLYING WITH SAFETY PROGRAM PROVISIONS

Exceptional safety performance will be recognized by Supervision and recorded on the **Exceptional Safety Performance Notice**. Failure to comply with all company Safe Work Practices¹ and provisions will be recorded on a **Safety Compliance Warning** and result in progressive disciplinary action. Supervisors are expected to enforce Safe Work Practices fairly and uniformly. All disciplinary actions require concurrence. The following levels of disciplinary actions represent the consequences for not complying with Safe Work Practices, or for **not correcting** unsafe conditions or actions in a timely manner.

- A. **Level 1** event is general in nature (i.e., likely injury would not be serious, recordable, or reportable). The infraction may be observed, unobserved, or represent a failure to follow Safe Work Practices. At Level 1 the Supervisor will give a verbal and a written warning to the employee. Corrective action(s) must be identified, and the employee must acknowledge the deficiencies in writing. Consequences may include retraining and/or temporary reassignment.
- B. **Level 2** event is serious in nature (i.e., likely injury would be serious, recordable, reportable, and/or require hospitalization). The infraction may be observed, unobserved or represent a failure to follow Safe Work Practices. Level 2 actions require a formal investigation. Level 2 actions represent a failure in the safety system and requires a written warning with potential suspension. Level 2 actions require review subsequent to final actions.
- C. **Level 3** event involves exposure to an IMMEDIATE HAZARD (reasonably expected to cause death/serious physical harm
- D. immediately). If the formal investigation confirms an infraction disciplinary action may include termination.

¹ All Company Safe Work Practices are not presented in the Pocket Safety Program

Part 3 COMMUNICATION

Open, two-way communication between leadership and employees about safety and health issues or concerns is important in establishing a safe and productive workplace. Training is provided to Supervision and employees to communicate our safety expectations. In this way, employees are able to recognize and report unsafe conditions to a Supervisor without fear of reprisal.

Safety communications are a daily occurrence, and may include:

- ❖ Daily pre-task safety meetings.
- ❖ Providing New Employees, a Safety Orientation before starting work.
- ❖ Encouraging safety questions or comments during training, general meetings, tailgate meetings, and periodic safety inspections.
- ❖ Expecting Supervisors to provide knowledgeable answers.
- ❖ Posting and distributing written safety information, safety alerts, articles about recent industry accidents, and new/revised Safe Work Practices.
- ❖ Using the Safety Alert Card to express "NON-IMMINENT HAZARD" safety concerns or suggestions anonymously.
Remember: IMMINENT HAZARDS can be life-threatening and require an immediate response.
 - Developing Safe Work Practices with employees' input.
- ❖ Recognizing exceptional safety performance.

Part 4 & 6 HAZARD ASSESSMENT AND CORRECTION

Finding and fixing (correcting) hazards are core safety actions. The Supervisor or a qualified person will, at the start of each workday, or before starting work at a new location or a new task perform a Task Hazard Process. The Process should take about 20 minutes and requires the Supervisor or qualified person to take the following actions:

- ❖ Assess the immediate work area where the task will be performed to identify any existing hazards and needed

protective actions. Record the findings on Worksheet 1.

- ❖ Identify the steps needed to perform the task, potential hazards associated with each step, and safe work practices. Complete and record the information on Worksheet 2.
- ❖ Conduct a pre-task safety meeting with the crew to discuss the identified hazards, any immediate protective actions, and safe work practices. Correct the identified hazards before starting the task.

Encourage crewmembers to participate and always focus on safety.

If a corrective action exceeds a simple, immediate fix, develop interim protective measures. Inform and train the crew on any interim protective measures. Supervision will conduct periodic unannounced safety inspections to assure all hazards have been identified and corrected, employees are trained and using PPE if required, and assess overall safety performance. These inspections will be documented, and include the date, time, location, and person conducting the inspection.

RESPONDING TO AN IMMINENT HAZARD

Immediately alert your Supervisor of an IMMEDIATE HAZARD.

DO NOT ENTER an area or zone where an IMMEDIATE HAZARD is present without proper training and protective measures. Employees who are expected to correct IMMEDIATE HAZARDS shall be properly trained and provided with necessary safeguards before entering the area. Supervisors are responsible for ensuring all exposed employees are removed from the area if an IMMEDIATE HAZARD exists and cannot be immediately abated in a safe manner. When possible, the area surrounding the hazard will be secured to reduce exposure to others.

Part 5 ACCIDENT INVESTIGATION

Supervisors are responsible for investigating accidents and preparing a preliminary accident report. The Accident Investigation report will identify the root cause(s) of the accident and recommend preventative and/or corrective actions to be implemented. The Program Administrator may provide administrative support. Witnesses are expected to provide written statements. Investigation of close calls will be on a case-by-case basis.

FIRST AID AND EMERGENCY MEDICAL RESPONSE

- ❖ Secure the area immediately around the injured person to safeguard Emergency Responders.
- ❖ Supervisors will ensure the Emergency Response Protocols are followed and the injured person receives prompt medical care.
- ❖ Ensure qualified person(s) are available to administer CPR/First Aid.

CONDUCTING AN ACCIDENT INVESTIGATION

- ❖ Identify "witnesses" to the event and others in the immediate vicinity.
- ❖ Interview witnesses as soon as possible. When appropriate, obtain witnesses' name, telephone number and verbal statements.
- ❖ Take photographs and physical measurements, if safe to do so.
- ❖ Focus on identifying the root cause(s) of the accident.
- ❖ After obtaining all the facts surrounding the event, prepare a preliminary written accident investigation report.
- ❖ Recommend preventative and/or corrective actions to be taken.

PART 7 TRAINING

Safety training is a learning opportunity and reinforces the importance of following Safe Work Practices and the safe use of Personal Protective Equipment. Employees are not permitted to start any new work assignments without first having received all required training.

NEW EMPLOYEE SAFETY ORIENTATION

Safety orientation is mandatory before allowing new employees to begin work. New employees should understand the following:

- ❖ Importance of following all the provisions in the Pocket Safety Program and company Safe Work Practices.
- ❖ Safety rules are strictly enforced and the consequences for not complying with them.
- ❖ Recognition of the warning signs/symptoms of Heat Illness, specific means to access shade, importance of taking rest breaks, location of potable water, and what to do in an emergency. During heat waves new employees will work the first 14 days in a "buddy system" with an experienced employee to safely adjust to working conditions.
- ❖ General awareness of HAZCOM and the location of Safety Data Sheets (SDSs) (formerly MSDSs.)
- ❖ Importance of reporting unsafe conditions and actions to a Supervisor and how to report anonymously.

Supervisors will attend periodic training to improve their skills in hazards recognition and accident investigation. Supervisors' will conduct at least one tailgate safety meeting every 10 working days to reinforce safe work practices. *Current CPR/First Aid certification is mandatory for all Supervisors and designated persons.*

Part 8 EMPLOYEE ACCESS TO THE IIPP

- Our employees - or their designated representatives - have the right to examine and receive a copy of our IIPP. This will be accomplished by This will be accomplished using either of the following two methods:
- Provide access in a reasonable time, place, and manner, but in no event later than five (5) business days after the request for access is received from an employee or designated representative.
- Whenever an employee or designated representative requests a copy of the Program, we will provide the requester a printed copy of the Program, unless the employee or designated representative agrees to receive

an electronic copy of the Program. One printed copy of the Program will be provided free of charge. If the employee or designated representative requests additional copies of the

- Program within one (1) year of the previous request and the Program has not been updated with new information since the prior copy was provided, we may charge reasonable, non-discriminatory reproduction costs for the additional copies.
- Provide unobstructed access through a company server or website, which allows an employee to review, print, and email the current version of the Program. Unobstructed access means that the employee, as part of their regular work duties, predictably and routinely uses the electronic means to communicate with management or coworkers.

Part 9 RECORDKEEPING

- ◆ The following information is retained and used to improve the performance of our program: safety and health inspections, accident investigations, tailgate meetings, new employee orientations, certificates, licenses, positive recognition, safety warnings, regulatory actions, and completed Pocket Safety Programs.
- ◆ Safety training records must show the trainee's name, training date(s), type of training, and training provider(s).
- ◆ Records of Anonymous Safety Alert Cards and actions taken are retained in a separate file.

CODE OF SAFE PRACTICES

- 1) All employees shall follow these safe practice rules, render every possible aid to safe operations, and promptly report all unsafe conditions or practices to the foreman.
- 2) Foreman shall ensure employees observe and adhere to all rules, regulations, and orders as is necessary for the safe conduct of the work and shall take appropriate corrective action as necessary to maintain observance.
- 3) Horseplay, scuffling, and other acts which have an adverse influence or effect on the safety and well-being of employees is prohibited.
- 4) Work shall be well planned and supervised to prevent injuries in the handling of materials and working together with equipment.
- 5) No employee shall be permitted or required to work while the employee's ability or alertness is knowingly impaired by fatigue, illness, or other causes that might expose the employee or others to unnecessary hazards or injury.
- 6) Employees shall not enter any space that is likely to receive inadequate ventilation, has only one access/egress or from which rescue would be restricted, unless it has been determined by the designated entry supervisor that it is safe to enter.
- 7) Employees shall ensure that all guards and other protective devices are properly in place and adjusted and shall report deficiencies promptly to the foreman. All tools and equipment with deficiencies shall be removed from service until repaired or replaced.
- 8) Employees shall not handle or tamper with any electrical equipment, machinery, or air or water lines in a manner not within the scope of their duties, unless they have received appropriate instructions from their foreman.
- 9) Cell phone use or distracting behaviors i.e., using ear-pods/buds, are prohibited while conducting tasks where 100% attention is required. Examples include, but not limited to:

Machinery/equipment operator, Flagger, in-trench work.

- 10) Appropriate work shoes/boots shall be worn. Foot protection shall be used, as required, in addition to sturdy work shoes or boots, in special work situations. For example, waterproof boots must be worn when working in standing water or sewage. **Open toed and athletic footwear are prohibited.**
- 11) When lifting heavy objects, use the large muscles of the legs instead of the smaller muscles of the back, utilize two-person lift when necessary.
- 12) Materials, tools, or other objects shall not be thrown or dropped from buildings, structures, or scaffolds unless proper precautions have been taken to protect others from the falling objects.
- 13) Employees shall cleanse themselves thoroughly after handling hazardous substances and follow special instructions from authorized sources such as the Safety Data Sheet (S.D.S.) **NOTE: Employees who have been working with any sewer systems are required to wash their hands prior to eating, drinking, smoking and immediately after sewer work is complete.*
- 14) When climbing up or down ladders, employees shall face the ladder and use both hands, maintaining three points of contact on the ladder. Nothing shall be carried by hand when ascending or descending ladders.
- 15) Any damage to ladders, shoring, or other supporting structures shall be immediately reported to the foreman, removed from service, and repaired or replaced before use.
- 16) Seat belts shall be **worn at all times** while operating equipment and vehicles.
- 17) All excavation work shall follow the Excavation and Trenching guidelines set forth in this document:

Excavation & Trenching

- a) A copy of the approved Cal/OSHA excavation permit shall be kept on site at all times.
- b) The local district office of Cal/OSHA shall be notified prior to the beginning of the work being covered by the permit.
- c) Underground Service Alert (USA) shall be contacted prior to work commencing and a USA ticket must be issued, and all utilities located prior to excavating. Also, must be updated prior to expiration date given by USA.
- d) All excavations to which the permit applies shall be under the supervision of the designated "Competent Person" and shall meet Cal/OSHA guidelines.
- e) All soils shall be classified by the designated competent person and proper protection systems used.
- f) All excavations, depths five ft or greater, shall be benched, sloped or protective system installed in accordance with Cal/OSHA Title 8, Article 6 guidelines.
- g) The competent person shall inspect the excavation daily, prior to each shift and as necessary throughout the day. All inspections and reports shall be entered into HCSS.
- h) A ladder or other authorized means of egress shall be located no more than 25ft from an employee working in trenches 4 ft or greater in depth or as required by the competent person. Ladders shall extend 3 ft above the top edge of excavation surface.
- i) Any change in grade greater than 2 inches within a minimum of 15 feet from traffic right of way / AC / fog line, shall be protected by an approved safety system i.e., 4-1 slope ratio, crash barriers such as K-rails and/or recessed trench plates. The purpose is to

remove or mitigate the hazard, so as to remove the exposure.

- j) All spoils, materials or other items shall be no closer than 2 ft from the top edge of the excavation and shall not be piled to a height that will pose a hazard of falling into the excavation.
- k) All alternate benching, sloping, shoring or other shielding system plans not covered by specific regulations, or for any excavation deeper than 20ft, shall be designed and approved by a California Registered Professional Engineer (RPE).
- l) When work involves a live sewer line, utility access hole, source of flammable or toxic gas, the possibility of oxygen deficiency exists or defined as a permit required confined space, all atmospheric tests shall be completed and recorded. If a hazardous atmosphere exists, appropriate means and methods shall be used to remove the hazard. Appropriate retesting shall be completed to ensure the atmosphere is safe for entry.

Personal Protective Equipment

- 18) Head protection (hard-hats) for field operations shall be worn at all times, exception: when operating equipment with Roll Over Protection System (R.O.P.S.) and a complete cover overhead, operator may remove head protection. Always comply with the instructions of the General Contractor, as appropriate.
- 19) Safety glasses or side shields that meet ANZI Z87.1 standard will be worn at all times when working on Lund projects as well as within designated areas of the maintenance facility. Eye protection will not be required when working within an 100% enclosed cab (with glass) with all windows in the up position. Always comply with the instructions of the General Contractor. **(See attached PPE Conditions for examples.)** *NOTE: Appropriate conditions requiring safety glasses are not limited to the attached list.

- 20) High visibility vests or apparel during field operations will be required at all times. Please review the attached document labeled "High Visibility Safety Apparel" for more details regarding the different types and conditions that are required.
- 21) Appropriate respiratory protection i.e., N95 respirators, may be used whenever a hazard of vapor, mist, paint, dust, solvent, etc. exists. When a respirator is required, employees shall complete medical evaluation, fit test and training prior to use of the respirator. When in doubt, consult with the appropriate S.D.S.
- 22) Hearing protection shall be used whenever jobsite or task-driven noise exceeds 85 decibels. (See attached PPE Conditions for examples.)**
- 23) Appropriate hand protection shall be used whenever employees are exposed to cuts, burns, electrical current, hazardous material, hazardous waste or sewage.

HAZARD COMMUNICATION (HAZCOM)

HAZCOM creates an awareness of the potential dangers for coming in contact with hazardous materials. Safety Data Sheets (SDSs) (formerly MSDSs) provide important information about chemical properties, hazards and protective measures. SDSs are used to identify proper handling precautions, required PPE, methods for safe disposal, and emergency medical actions. SDS are available for review at our main office. Review the Global Harmonization System (GHS) diagram to identify the different classes of hazardous materials.

Infectious Disease Prevention Program (IDP)

This IDP is designed to control employees' exposures to the SARS-CoV-2 virus (severe acute respiratory syndrome coronavirus 2) that causes COVID-19 (Coronavirus Disease 2019) that may occur in our workplace.

******* Please note: At the time of this edition, information was accurate, Check with your Supervisor for updated information if you are reading this after January 31, 2024*******

- We Communicate to employees about Lund's COVID-19 prevention procedures.
- We Identify, evaluate, and correct COVID-19 hazards.
- We recommend and provide appropriate protective equipment in the manner and in the circumstances specified in the current Cal/OSHA COVID-19 Standard.
- We **Advise** employees they can wear face coverings at work **regardless** of their health status, and that retaliation is illegal.
- We Use engineering controls, administrative controls and protective equipment under certain circumstances.
- We Follow procedures to investigate and respond to COVID-19 cases in our workplace.

Heat Illness Prevention Reminders

Providing COOL Potable Water

- ◆ Plenty of fresh cool drinking water as near as possible to employees.
- ◆ Water containers and drinking cups, if used, are clean and sanitary.
- ◆ Person(s) are assigned responsible for ensuring there is an adequate supply of water and/or routinely checking/refilling water containers.²

Providing Shaded Rest Areas

- ◆ Forecast predicts 80°F or higher - Shaded rest areas are identified at pre-task safety meeting.
- ◆ Forecast predicts 95°F or higher - Shade structure(s) deployed and ready for use or approved alternate means ready for use.
- ◆ Alternate means of providing cooling shade may include access to an air-conditioned vehicle, cool shaded areas under large trees, or within breezeways, and the use of misting machines.

Recognizing Hazards/Symptoms

- ❖ Employees are trained to recognize and prevent heat illness.
- ❖ New employees and those returning from extended leave periods be allowed an acclimatization period to adjust to the heat.

Emergency Medical Response

- ❖ Employees know their responsibilities during a medical emergency.
- ❖ Employees able to communicate location to emergency dispatcher.
- ❖ CPR/First Aid Responder(s) are present on the job³.
- ❖ Backup emergency callers are identified and have the information needed to direct emergency responders⁴.
- ❖ Employee assembly location identified.

Daily Reminders

- ❖ Drink water frequently and rest in the shade to prevent over-heating.
- ❖ Be alert to others. Immediately report any heat illness signs or symptoms to the Supervisor.
- ❖ Start drinking water first thing in the morning, if you start drinking when you get thirsty, your body will NOT catch up from being dehydrated.



**WATER.
REST.
SHADE.**

*The work can't get done
without them.*

HEAT ILLNESS PREVENTION PLAN (HIPP) (Revised 5/2015)

Policy and Purpose: In combination with the Injury and Illness Prevention Program and the Heat Illness Prevention Plan, the HIPP applies to all outdoor places of employment. As a company, we are committed to protecting our employees, who may be exposed to temperature and humidity extremes, radiant heat from the sun, conductive heat sources, body overheating caused by lack of acclimatization, and limited air movement while working outdoors. Our safety program encourages all employees to report any unsafe or unhealthy conditions or actions to the Supervisor without fear of retaliation.

Before starting work outdoors, employees will be trained to recognize heat-related hazards, warning signs/symptoms of heat illnesses, procedures to prevent heat-related illnesses, importance of acclimating to working conditions, and means and methods that will be employed at worksites to provide First Aid/CPR services and/or emergency medical response.

Supervisors/designees will monitor weather forecasts to assess working conditions on a daily basis. Supervisors will determine real time temperatures using an electronic device and/or handheld thermometer. Supervisors and employees will be trained to implement basic safety precautions whenever the temperature reaches **80 degrees** Fahrenheit (F); and, to implement additional safety precautions when the temperature reaches **95 F**. Emphasis will be placed on acclimatizing new and returning employees whenever the temperature reaches **80 F** or higher.

PROVISIONS OF WATER – Preventing Dehydration

Supervisors/designees should understand that having water readily available to employees enhances opportunities to prevent dehydration. Supervisors/designees are responsible for providing and maintaining readily accessible supplies of fresh, pure and suitably cool potable drinking water. Locate clean and sanitary drinking water containers or other suitable drinking water sources as close as practical to the work being performed. Ensure sufficient quantities of cool drinking water are available at all times.

Sufficient quantities require at least one quart or more of drinking water for each employee be provided for every hour of the entire shift (**2 gallons/person/8 hrs.**). Replenish water supplies to maintain these provisions. Supervisors may assign “water keeper” duties to employee(s) to ensure safe levels are continually maintained. All water containers (Igloo type) must have disposable single-use cups available. Maintain all water supplies and containers in a sanitary fashion with lids tightly closed, faucets clean and containers clearly labeled as “Drinking Water”. Fill containers in a sanitary fashion directly from sanitary potable water sources at the start of each day. Dispose of single-use cups and sealed one-time use water containers (plastic water bottles) in trash receptacles to maintain housekeeping.

As work progresses, move water supplies to maintain accessibility and convenience. Keep employees aware of the nearest drinking water and continue to encourage frequent drinking to prevent dehydration. To further reduce risk, encourage employees to start drinking small amount of water at the beginning of the shift before they become thirsty. Maintain additional water supplies in shaded rest and recovery areas.

ACCESS TO SHADE AND OTHER COOLING MEASURES - Cooling down the body It is important to prevent the body from overheating. In most instances, ready access to cool shaded resting areas allows the body the opportunity to start cooling down. Supervisors are responsible for establishing effective cool shaded rest area(s). These areas will be as close as practical to where employees are working. Cooling shade may be any natural or artificial means that is deemed safe. It should be open to air movement and/or provided with mechanical ventilation or other means of cooling.

Cooling shade will be provided whenever an employee requests the need to take a preventative cool-down rest break. When the temperature exceeds 80 degrees Fahrenheit cooling shade and/or recognized alternative cooling methods will be available to all employees.

The amount of shade present should be enough to accommodate the number of employees on recovery or rest periods; and any employees taking a meal period at the worksite.

Supervisors or designees should escort and continue to monitor employee(s) taking a preventative cool-down rest break to determine the severity of any warning signs or symptoms. Encourage employees to stay in the cooling shade until all signs and symptoms have diminished. If the employee starts exhibiting more severe symptoms, then quickly administer first aid or start emergency response shall be immediately provided.

The interior of a vehicle may not be used to provide shade unless the vehicle's air-conditioner is operating. Do not rest underneath mobile equipment or any area that requires crouching

Depending on worksite conditions it may be infeasible or unsafe to have a shade structure, or shade present on a continuous basis. In such instances, Supervisors must document the safety hazards or their concerns before using approved alternative procedures. Any changes in Safe Work Practices must be discussed and approved by management.

HIGH-HEAT PROCEDURES – When air temperature reaches 95 F When the air temperature reaches 95 degrees Fahrenheit, then the Supervisor/Competent person will review with the crew at the daily pre-task safety meeting the importance of frequently drinking water, reporting heat illness warning signs/symptoms as soon as possible, taking preventative cool-down rest breaks, and emergency response procedures.

Any changes to the Emergency Response Procedures for a worksite will be discussed at the daily pre-task safety meeting or as soon as possible.

The names of emergency response team members and their responsibilities will be identified at the pre-task safety meeting and logged on a Worksheet. Heat Illness Prevention responsibilities include: **A)** Caretaker for Water Supplies; and **B)** CPR/First Aid Responder(s); and **C)** 1st and 2nd Designated Emergency Callers. Supervision will ensure all emergency response individuals are properly equipped to carry out these responsibilities.

All Supervisors working outdoors will be CPR/First Aid certified. At least one such competent person will be available to the crew at every worksite. This person will help to determine the appropriate response to someone experiencing signs/symptoms of heat illness. Appropriate response may include drinking more water, taking a longer rest break in the shade, and/or contacting emergency medical services. If, for any reason, a qualified person is not available and an employee is showing signs/symptoms of possible heat illness, co-worker(s) should contact or summons emergency medical services immediately

EMERGENCY RESPONSE PROCEDURES

Supervisor/designee shall immediately upon arriving at a new worksite determine the reliability of using a cellular phone to contact the nearest emergency medical services provider. If cellular phone service is not immediately available, the nearest reliable contact point must be identified and shared with all employees in developing site - specific emergency response procedures. If necessary, the sick employee must be transported to place that can be reach by an emergency medical provider.

Observation by a Supervisor, or report by a co-worker, or other reliable sources at the worksite of an employee showing signs/symptoms of heat illness requires an immediate response from a Supervisor/designee. Appropriate 1st Aid preventative action(s) must be taken by the Supervisor/designee to prevent further injury. Employees who continue to exhibit signs/symptoms of heat illness shall not be left alone or sent home. Emergency medical services should be summoned.

ACCLIMATIZATION – Process of the body adjusting to increased heat

The body needs time to adapt when working in hotter environments. During local "heat waves" and "high heat" events Supervisors/designees must be vigilant and closely observed all employees. Whenever possible efforts should be taken to lessen the intensity of employees' work during a heat wave.

Environmental and personal risks factors should be considered when assigning tasks to new employees and those returning from extended leave. It will take time for their bodies to fully adjust to new physical stresses, heat overloading due to higher temperatures, working in direct sunlight, degree of physical conditioning, and strenuous work activities.

During “heat waves” new employees and current employees returning from extended leave (30+ days) will work the first 14 days in a “buddy system” with an experienced employee until they have fully adapted to **the pace and conditions**.

TRAINING – Heat Illness Prevention Training

Heat Illness Prevention Training is mandatory for all employees prior to starting work outdoors. Safety and health training will reinforce our current Safe Work Practices and the provisions of potable water, access to cooling shade, high-heat procedures, First Aid/CPR readiness and emergency response procedures, acclimatization, and the means and methods to implement and maintain an effective Heat Illness Prevention Plan.

To control the risk of occurrence of heat-related illness all employees will be trained to recognize and appropriately respond to: 1) heat-related hazards; 2) heat illness warning signs/symptoms; 3) potential severity and rapid onset of heat-related illness; 4) the effects environmental and personal risk factors have on water retention; 5) importance of slowly acclimating to new working conditions in hot areas; 5) need for personal action to reduce the risks of dehydration and body overheating; and, 6) emergency medical response at the worksite.

Non-Supervisory Training will address general and specific knowledge of risk factors for preventing heat illness, including:

- Recognition of environmental and personal risk factors. Best means or methods to control risk factors.
- Heat loading on the body caused by exertion, clothing, and personal protective equipment
- Specific procedures to follow in implementing and maintaining HIPP as a Safe Work Practice
- Importance of frequent consumption of small quantities of water to preventing dehydration
- Importance of recognizing the need for acclimatization to protect new employees and those returning to work from extended layoffs
- Recognition of common signs and symptoms of heat illness
- Appropriate First Aid and/or Emergency Response procedures to reduce severity
- Importance of immediately reporting any signs/symptoms to a Supervisor
- Procedures and personnel responsible for pre-planning and initiating emergency medical response at each worksite

Training for Supervisors requires attending all heat-related training provided to non-supervisory personnel. The goal of training for Supervisors is provide them with additional knowledge and information in which to plan the work in a manner to reduce heat exposures as much as possible, answer questions from employees regarding heat hazards, and serve as role-models for safer behavior.

- Establish and maintain current First Aid/CPR competency

- Evaluate working conditions, and when possible, schedule tasks/activities to reduce exposure to heat related risk factors;
- How to monitor weather reports and respond to local heat wave and high heat events
- Watch for those who exhibit early warning signs/symptoms; and initiate an emergency response.
- Encourage all crewmembers to take rest breaks in the shade.
- *and it is at least ten degrees higher than the average high daily temperature in the preceding five days.*

AVAILABILITY OF HEAT ILLNESS PREVENTION PLAN

Upon request, copies of the Heat Illness Prevention Plan (HIPPP) and Injury and Illness Process and Program (I2P3) will be made readily available to any new or current company employee, controlling contractor, or regulatory agency at every worksite. Supervisors/designees will take the necessary time to orient and train new employees on the information and safety expectations before being permitted to work outdoors. In addition, other current employees returning to work after extended periods of time away from outdoor tasks (30+ days) will be given full training or refresher training before starting back to work.

DEFINITIONS

“Acclimatization” means temporary adaptation of the body to work in the heat that occurs gradually when a person is exposed to it. Acclimatization peaks in most people within four to fourteen days of regular work for at least two hours per day in the heat.

“Heat Illness” means a serious medical condition resulting from the body’s inability to cope with a particular heat load, and includes heat cramps, heat exhaustion, heat syncope and heat stroke.

“Environmental risk factors for heat illness” means working conditions that create the possibility that heat illness could occur, including air temperature, relative humidity, radiant heat from the sun and other sources, conductive heat sources such as the ground, air movement, workload severity and duration, protective clothing and personal protective equipment worn by employees.

“Landscaping” means providing landscape care and maintenance services and/or installing trees, shrubs, plants, lawns, or gardens, or providing these services in conjunction with the design of landscape plans and/or the construction (i.e., installation) of walkways, retaining walls, decks, fences, ponds, and similar structures, except for employment by an employer who operates a fixed establishment where the work is to be performed and where drinking water is plumbed.

“Personal risk factors for heat illness” means factors such as an individual’s age, degree of acclimatization, health, water consumption, alcohol consumption, caffeine consumption, and use of prescription medications that affect the body’s water retention or other physiological responses to heat.

“Shade” means blockage of direct sunlight. One indicator that blockage is sufficient is when objects do not cast a shadow in the area of blocked sunlight. Shade is not adequate when

heat in the area of shade defeats the purpose of shade, which is to allow the body to cool.

For example, a car sitting in the sun does not provide acceptable shade to a person inside

it, unless the car is running with air conditioning. Shade may be provided by any natural or artificial means that does not expose employees to unsafe or unhealthy conditions and that does not deter or discourage access or use.

“Temperature” means the dry bulb temperature in degrees Fahrenheit obtainable by using a thermometer to measure the outdoor temperature in an area where there is no shade. While the temperature measurement must be taken in an area with full sunlight, the bulb or sensor of the thermometer should be shielded while taking the measurement, e.g., with the hand or some other object, from direct contact by sunlight.

Warning Signs/Symptoms of Heat Illness

Phases	Warning Signs/Symptoms	CPR/First Aid Response
Heat Rash “Prickly Heat”	<ul style="list-style-type: none"> • Can cover large parts of the body • Looks like a red cluster of pimples or small blisters Often occurs on the neck, • chest, groin, under the breasts, or in elbow creases 	<ul style="list-style-type: none"> • Use some type of powder to cool a rash • Loose clothing • Increase water intake and reduce caffeine • Watch for infection/redness with bumps/ pimples
Heat Cramps	<ul style="list-style-type: none"> • Muscle spasms in legs or abdomen 	<ul style="list-style-type: none"> • Move person to cooler location • Stretch muscles for cramps • Give cool water to drink

<p style="text-align: center;">Heat Exhaustion</p>	<ul style="list-style-type: none"> • Headaches • Clumsiness • Dizziness/Lightheadedness/Fainting • Weakness/Exhaustion • Heavy Sweating/Clammy/Moist Skin • Irritability/Confusion • Nausea/Vomiting • Paleness 	<p>Move person to a cooler place Loosen and remove heavy clothing restricting cooling If conscious, provide small amounts of cool water Fan person, spray with cool water, or apply a wet cloth to cool skin Call 911 if not feeling better within a few minutes</p>
<p style="text-align: center;">Fainting (Syncope)</p>	<ul style="list-style-type: none"> • Sudden dizziness • Lightheadedness • Unconsciousness 	<ul style="list-style-type: none"> • Sit person down in shade! • If unconscious, nothing by mouth • Check for signs of heat stroke or other life-threatening injuries • Call 911
<p style="text-align: center;">Heat Stroke</p>	<ul style="list-style-type: none"> • Sweating may or may not be present • Red or flushed, hot dry skin • Bizarre behavior • Mental confusion or loss of consciousness • Panting/rapid breathing • Rapid, weak pulse 	<ul style="list-style-type: none"> • Call 911 and move person to a cooler place • Cool person rapidly • Loosen and remove heavy clothing to allow cooling • Fan person, spray with cool water, or apply a wet cloth to cool skin

Field Safe Work Practices

Access to Working Areas

- ❖ Maintain clear walkways, aisles and passageways at all times.
- ❖ Maintain safe clearances when walking or working where motorized or mechanical handling equipment is operating.
- ❖ Be alert to wet/slippery surfaces when walking/carrying materials/tools.
- ❖ Clean up spilled materials immediately.
- ❖ Store materials and equipment to prevent obstructing walkways.
- ❖ Cover and/or protect floor holes to prevent tripping and falling.
- ❖ Ensure floor openings are guarded by a cover, guardrail, or equivalent on all sides (except at entrance to stairways/ ladders).
- ❖ Install toe boards around the edges of floor openings and at other locations where persons may pass below the opening.
- ❖ Ensure skylight screens or approved fall protection is provided when working within 6 feet of roof skylights.
- ❖ Where stairs or stairways exit directly into any area where vehicles may be operating, provide adequate barriers and warnings to prevent stepping into the path of traffic.
- ❖ Ensure adequate lighting is provided in all areas and stairways.
- ❖ Ensure stairways are clear of construction material and debris.

Electrical Safety – General Requirements

- ❖ Inspect electrical power tools, equipment, cords, and fittings for excessive damage/wear prior to use. Notify Supervisor if unsafe.
- ❖ Repair or replace damaged electrical equipment immediately.
- ❖ Use electrical cords rated for amperage/wattage required by the tool.
- ❖ Do not use power outlets or electrical cords that have exposed wiring.

- ❖ Maintain safe access and space around all electrical equipment.
- ❖ Be alert to electrical hazards when working in wet/damp areas.
- ❖ Never use electrical extension cords as permanent wiring.
- ❖ Never disconnect power supplies by pulling/jerking cord from outlet.
- ❖ Use non-conductive ladders when working on or near electrical power.
- ❖ Locate overhead power lines and assume high-voltage and energized.
- ❖ Keep metal ladders and elevated work platforms at a safe distance from overhead power lines and live electrical wires.
- ❖ Never block access to circuit breakers or fuse boxes. Maintain a clear space in front of an electrical panel for emergency access purposes.
- ❖ Use only approved electric power tools, e.g., "UL Listed" or "Double Insulated" or "Grounded".
- ❖ Lockout/Tagout/Blockout equipment and machines before cleaning, repairing, servicing, or adjusting to protect against unexpected starting or release of stored energy.
- ❖ Locate underground electrical power lines, cables, pipelines, and other installations before digging or drilling.

Hand Tool Safety

- ❖ Maintain all hand tools in good condition.
- ❖ Properly use and safely transport hand tools to each job.
- ❖ Only use a hand tool for the purpose for which it was designed.
- ❖ Inspect hand tools prior to use. Only use tools in safe condition.
- ❖ Any tools in need of repair must be removed from service or replaced.
- ❖ Remove hand tools needing repair from service and label "Do not use until repaired".
- ❖ If a tool cannot be repaired, removed from service and off the job.
- ❖ Qualified persons should perform periodic inspections of tools.

- ❖ Consider working conditions before using a tool to prevent injuries to others.
- ❖ Do not strike screwdrivers, knife blades or other tools not hardened for the purpose.
- ❖ Do not force a cutting tool that has a dull edge.
- ❖ Remove from service a punch/chisel having a mushroomed head or defective point/blade.
- ❖ Keep your hands and tools free of grease/oil to prevent slipping.
- ❖ Only pull-on wrenches.
- ❖ Do not place hand tools near electrical contacts or moving machine.
Use only conductive tools near "live" electrical contacts.
- ❖ Do not use screwdrivers or similar tools as pry bars, scrapers or punches.
- ❖ No hammering with hands tools not designed for the purpose.
- ❖ Take the time needed to locate and use the best hand tool for a task.
- ❖ Never toss tools to the level above or drop them to the level below.
- ❖ Don't leave your tools to become a tripping hazard.
- ❖ Collect tools and place them in a safe location after finishing the task.
- ❖ Take special care in handling sharp tools. Carry them with the cutting edges away from the body and sheath whenever possible. Use protective gloves when required.
- ❖ Use a tool belt for carrying hand tools. Pants pockets are unsafe.
- ❖ Never use a "pipe cheater" with a wrench to increase leverage.
- ❖ Use non-sparking tools if working in explosive/flammable conditions.

Personal Protective Equipment (PPE)

- ❖ Alert a Supervisor if you require training on the use of any PPE.
- ❖ Use appropriate eye and/or face protection if any danger of flying particles or corrosive materials, e.g., grinding, welding, cutting, etc.
- ❖ Wear approved safety glasses when required to prevent an eye injury.

- ❖ Wear head protection (approved hard hats) when required.
- ❖ Inspect PPE and do not use defective/damaged equipment. Inform your Supervisor if there is a problem.
- ❖ Wear appropriate footwear for the work to be performed.
- ❖ Maintain and store your respirator in a safe, sanitary condition.
- ❖ Use approved hearing, hand or body protection when required.

Portable Ladders

- ❖ Complete ladder safety training and use the right ladder for the job.
- ❖ Inspect the ladder to make certain all labels and stickers are legible
- ❖ Check ladder rating to ensure it is safe for work to be performed.
- ❖ Only use a ladder for the purpose for which it was designed.
- ❖ Never use a stepladder that is not fully opened and locked in position.
- ❖ Maintain ladders in good condition. All hardware and fittings should be securely attached and moveable parts operating freely without binding or undue play.
- ❖ Do not use ladders that are broken or have missing steps, rungs, cleats, or broken side rails. Tag unsafe ladders "Dangerous, Do Not Use" and removed from service.
- ❖ Maintain ladder rungs/steps/side rails free of grease, oil and slippery substances.
- ❖ Always position a ladder on a stable and even surface. Do not place a ladder on an unstable base to gain additional height.
- ❖ Face the ladder when ascending or descending. Maintain three points of contact at all times. Use both hands to climb a ladder.
- ❖ Transport tools on a belt or in a bag/bucket with a rope.
- ❖ Extend ladders at least 3 feet above an elevated landing point to provide a safe handhold.
- ❖ Do not use a metal ladder when the risk of contact with an energized conductor or circuit exists.
- ❖ Ensure all portable metal ladders are labeled "CAUTION" and "Do Not Use Around Electrical Equipment".
- ❖ Never move, shift, "walk", or extend a ladder while using it.

- ❖ Position extension and straight ladders for a 1:4 lean ratio (one foot out for every four feet of elevation)
- ❖ Secure ladders to provide stability or have someone hold the ladder when climbing up or down.
- ❖ If used near a doorway opening, barricade or guard the area around the ladder to prevent contact.
- ❖ Do not stand on the top cap of a stepladder.
- ❖ Do not overextend sideways or lean out on a ladder. Always keep your weight centered between the side rails.
- ❖ Do not paint wooden ladders and limit marking or stenciling.
- ❖ Ensure non-skid safety feet are in working condition.
- ❖ Never fasten ladders together unless specifically designed for this purpose.

Portable Power Tool Safety

- ❖ Do not operate portable power tools until you have been trained.
- ❖ Immediately report any unsafe tools or conditions to a Supervisor.
- ❖ Inspect each power tool prior to use for defective or broken insulation, plug, switch, or missing guards. Use proper tool type and size for task.
- ❖ Inspect and maintain tools as recommended by the manufacturer.
- ❖ Remove tools needing repair and label "*Do not use until repaired*".
- ❖ Only use a power tool for the purpose it was designed.
- ❖ Do not use a power tool that is undersized for the task.
- ❖ Disconnect power tools when not in use, before servicing and when changing accessories.
- ❖ Remove adjusting keys and attachments before starting.
- ❖ Bleed down air pressure to a safe level on pneumatic tools before disconnecting.
- ❖ Do not wear loose clothing, jewelry or gloves that could get entangled when operating the tool. Stay clear of the tool's point of operation and other moving parts.
- ❖ Use PPE when required by a Supervisor or Safe Work Practice.
- ❖ Maintain guards in place and operational at all times.
Removal of protective guarding is prohibited.

- ❖ Keep tools properly maintained/stored in a secure and safe location.
- ❖ Maintain a safe working stance and balance while using power tools.
- ❖ Never carry tool by cord/ hose. Never yank on the cord/hose to disconnect the tool from a receptacle.
- ❖ Secure material with clamps or vise, keeping both hands free to operate the tool.
- ❖ Do not carry a power tool with your finger on the starter switch, button or trigger.
- ❖ Keep power cords/hoses away from high heat, corrosive chemicals and sharp edges.
- ❖ Electric power tools should be labeled as "UL Approved" and Grounded, or Double Insulated.
- ❖ Electrical receptacles must accept a three-pronged plug.
- ❖ Check for ground fault circuit interrupters on all temporary 15/20-amp circuits.
- ❖ Damaged electrical cords must be replaced -- NOT repaired.
- ❖ A tool retainer must be used on all pneumatic power tools.
- ❖ Pneumatic hoses/connectors must be designed for the air pressure being used and prevented from whipping if accidentally disconnected.
- ❖ Use strain relief to prevent unsafe disconnection from the power source.
- ❖ Do not use household portable extension cords to operate power tools.
- ❖ Do not raise/lower a power tool to a different work level by its extension cord or hose. Use tool bag/bucket and rope for this purpose.

Rebar and Other Similar Projection Hazards

- ❖ Be vigilant when working on the same level around protruding reinforcing steel (rebar) or other similar projections, e.g., electrical conduit, metal dowels and stakes, threaded bolts, vertical angle iron, etc., exposed ends must be guarded to prevent impalement.

- ❖ When working at levels above impalement hazards protection will be provided by the use of guardrails, or approved fall protection systems, or approved troughs and covers.
- ❖ Job-built wood protective covers and troughs shall be built of at least "standard- grade" Douglas Fir.
- ❖ Secure wire mesh rolls to prevent dangerous recoiling action.
- ❖ Manufactured protective covers shall be approved.

Excavation/Trench Safety – General requirements

- ❖ Competent person completes and documents excavation/trench inspection prior to beginning work in trench or excavation and as required, due to weather or environmental changes.
- ❖ Ensure proper egress, ramps, stairway or ladders are in excavation/trenches greater than four feet deep or as competent person requires.
- ❖ Egress method shall be within 25 feet of lateral travel from workers.
- ❖ Ladders, if used, shall extend three feet above trench, shoring or trench box and be inspected for damage prior to use.
- ❖ All excavations/trenches greater than five feet deep shall have protective systems in place, i.e. shoring, trench box, benching or sloping.
- ❖ Trench boxes or shoring shall extend 18 inches above trench edge and not greater than two feet from bottom of trench.
- ❖ All materials, spoils and equipment shall be kept a minimum of two feet from the trench edge, to prevent struck by or caught in-between hazards.
- ❖ If sloping or benching, proper ratio angle shall be used:
 - A Soil: $\frac{3}{4}/1$
 - B Soil: 1/1
 - C Soil: 1.5/1
- ❖ Do Not work outside of shoring or trench box and ensure ladder is within the protected area.
- ❖ When mobile equipment is operated near an excavation, or when required to approach the edge of an excavation, and the operator does not have a clear and direct view of the edge of the excavation, a warning system shall be utilized such as

barricades, hand or mechanical signals, or stop logs.

- ◆ Do not stand directly under loads, loading or unloading equipment and materials. stand offset and use hand taglines, if necessary.

Silica

Silica is found in many materials common on construction sites, including sand, concrete, rock, mortar, and brick. When workers cut, grind, abrasive blast, jackhammer or perform other tasks that disturb these materials, dust containing crystalline silica can be released into the air. Workers who inhale this dust are at risk. Silica can cause serious, sometimes fatal illnesses including a lung disease called silicosis, lung cancer, and chronic obstructive pulmonary disease (COPD). It has also been linked to other illnesses such as kidney disease.

Preventing Health Problems from Silica

- Use vacuums or water to reduce or eliminate the dust at the source before it becomes airborne. When these controls are not enough, use respiratory protection. Routinely maintain dust control systems to keep them in good working order.
- Do not use sand or other substances containing more than 1% crystalline silica as abrasive blasting materials. Substitute less hazardous materials.
- Wear disposable or washable work clothes and shower if facilities are available. Vacuum the dust from your clothes and change into clean clothing before leaving the work site. Do not brush or blow the dust off! Do not bring dust home!
- Avoid eating, drinking and smoking in areas where silica dust is present. Wash your hands and face outside of dusty areas before performing any of these activities.

General

- ❖ Store sharp objects such as pens, pencils, letter openers or scissors in drawers or with the points down in a container.
- ❖ Carry pencils, scissors and other sharp objects with the points down.
- ❖ Do not run-on stairs or take more than one step at a time.
- ❖ Use handrails when ascending or descending stairs or ramps.
- ❖ Obey all posted safety and warning signs.
- ❖ All cords must be clear of walkways, under desks and bundled.
- ❖ If using electrical power strips they must have a "trip" switch.
- ❖ Non-slip rugs should be placed in entryways and in break rooms where moisture or liquids could be spilled to prevent slips.

Handling Supplies

- ❖ Do not block your view by carrying large or bulky items. If assistance is needed to move bulky/heavy items seek guidance from a Supervisor.
- ❖ Cut material in the direction away from your body when using knives or case cutters.

Exceptional Safety Performance Notice

Date: _____ Time: _____ Location: _____

Name of Employee: _____

Safety Observation: (Be specific about action(s) that warrant this recognition.)

Supervisor/Manager: _____

Date: _____

Detach and give to the Program Administrator.

Safety Compliance Warning

Date: _____ Time: _____ Location: _____ Name of

Employee:

Unsafe Action(s) Level _____:

Employee Statement:

Discussion and Corrective Action(s):

I have read and understand this Safety Warning Notice.

Employee Signature/Date

Supervisor Signature/Date

Detach and give to Program Administrator.

Exceptional Safety Performance Notice

Date: _____ Time: _____ Location: _____

Name of Employee:

Safety Observation: (Be specific about action(s) that warrant this recognition.)

Supervisor/Manager

Date

Detach and give to Program Administrator.

Detach and give to Program Administrator.

Safety Compliance Warning

Date: _____ Time: _____ Location: _____ Name of

Employee:

Unsafe Action(s) Level _____:

Employee Statement:

Discussion and Corrective Action(s):

I have read and understand this Safety Warning Notice.

Employee Signature/Date

Supervisor Signature/Date

Detach and give to Program Administrator.

Exceptional Safety Performance Notice

Date: _____ Time: _____ Location: _____

Name of Employee:

Safety Observation: (Be specific about action(s) that warrant this recognition.)

Supervisor/Manager

Date

Detach and give to the Program Administrator.

Detach and give to Program Administrator.

Safety Compliance Warning

Date: _____ Time: _____ Location: _____

Name of Employee:

Unsafe Action(s) Level____:

Employee Statement:

Discussion and Corrective Action(s):

I have read and understand this Safety Warning Notice.

Employee Signature/Date

Supervisor Signature/Date

Detach and give to Program Administrator.

OSHA's "FOCUS FOUR" HAZARDS

Falls/Slips/Trips



- ❖ Could loss of balance or support result in a fall from heights?
- ❖ Could condition of walking/working surfaces increase risk for slips/trips/falls?
- ❖ Is there fall hazard(s) from one level to another or same level?
- ❖ Does work at elevated locations requires the use of PPE?
- ❖ Are there unprotected sides/edges/openings posing hazards?
- ❖ Are scaffolds, staging or falsework safely positioned/constructed?
- ❖ Can work from portable ladders be done safely?
- ❖ Do floor openings, shafts, and interior wall openings pose fall hazard?



Caught in-between or Struck by Objects



- Can any body part get caught in or between objects?
- Is there a danger from being struck by falling or flying objects?
- Are activities near working construction equipment/motor vehicles?
- Do cranes or other lifting devices present any hazards?
- Are compressed air hoses/connections protected from damage?
- Are stacked materials stable or secured to prevent overturning or collapse?
- Do windy conditions impact safe load handling/placement?

Electrocution



- ❖ Are overhead power lines in close proximity to elevated work?
- ❖ Can cranes or high-reach equipment contact overhead power lines?
- ❖ Are flexible electrical cords, plugs and nonconductive tools safe?
- ❖ Could an employee come in contact with energized circuits?
- ❖ Are location and type of underground utility lines and pipelines confirmed?
- ❖ Are unused openings in electrical cabinets, boxes and fittings closed?

LUND SAFETY ALERT CARD

Date: _____

Subject

Key message

Issue

Action required

Further information

Specific Regulations in Question

Authorization If You so Choose!

LUND SAFETY ALERT CARD

Date: _____

Subject

Key message

Issue

Action required

Further information

Specific Regulations in Question

Authorization If You so Choose!

LUND SAFETY ALERT CARD

Date: _____

Subject

Key message

Issue

Action required

Further information

Specific Regulations in Question

Authorization If You so Choose!

LUND SAFETY ALERT CARD

Date: _____

Subject

Key message

Issue

Action required

Further information

Specific Regulations in Question

Authorization If You so Choose!

Training Record

Sample Training Name:

Date

Forklift *1/5/2018*

Scaffold Awareness *12/15/2017*

First Aid/CPR/AED *10/25/2017*

1)

2)

3)

4)

5)

6)

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12)

13)

14)

15)

**For information about I2P3
e-mail us at
rudy@wsitrainers.com**

and

**Visit our website
www.pocketI2P3.com**

You may also call 916-967-2883 and leave a message

Small Business Enterprise

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