

A.G. Electrical Contractors

Part 1 – General Safety & Health Program

Policy Declaration

A.G. Electrical Contractors is committed to running a **Safe Job** for the very simple reason that it makes good sense. A Safe job site means that there is even more planning, resulting in effective, efficient work, while at the same time protecting our most important asset, our people.

A “Safe Job” requires the cooperation and support of all our employees, vendors, subcontractors and our clients. All must feel that “Safety is Everyone’s Job” and not someone else’s responsibility. The following program covers some of the many aspects of safety. Please read it carefully and work together to make our job sites safe and efficient places.

We are confident that we will receive your full cooperation and support.

**For the management of
A.G. Electrical Contractors
Aldo Gallelli, President**

Part 2 – Policy Statements

Statement of General Health and Safety Policy

It is the policy of A.G. Electrical Contractors to furnish its employees with employment and job sites that are free from recognized hazards that are causing or are likely to cause death or serious physical harm. It is also the policy of A.G. Electrical Contractors to comply with all applicable OSHA standards and regulations.

Statement of Safety Training Policy

To accomplish this goal, employee training is necessary. All employees will participate in job site “Tool Box Talks” on safety matters, as well as any other training methods that may be available such as group meetings, one-on-one safety discussions with supervisors, written and illustrated safety materials and safety videos.

Statement of Employee Misconduct Policy

From time to time, it will be necessary for A.G. Electrical Contractors to establish certain rules of behavior to be followed by all employees.

Some of these rules may be based upon the safe practices outline elsewhere in this safety and health program. Some rules may be based upon OSHA standards too numerous to be mentioned in this program, and some rules may be based upon as yet unforeseen job site circumstances.

At any rate, employee misconduct will not be tolerated. To this end, the policy of A.G. Electrical Contractors on employee misconduct will be:

- All safety rules will be effectively communicated to all employees.

- A.G. Electrical Contractors will take steps to detect any violations of its safety rules.

- Any infractions of company safety rules will be consistently enforced by A.G. Electrical Contractors in the following manner:

 - 1st offense – verbal warning**

 - 2nd offense – written warning**

 - 3rd offense - termination**

Statement of Multi-Employer Violations Policy

Construction is a dynamic, ever-changing environment in which our employees may be exposed to hazards created by other trades or other contractors. To reduce such employee exposure to hazards that are neither created by A.G. Electrical Contractors nor controlled by

A.G. Electrical Contractors, the following policy will apply:

- Upon detection of an unsafe job site condition, the employer who created the hazard or the employer who controls the hazards or both, will be notified by A.G. Electrical Contractors, verbally and in writing

- All employees of A.G. Electrical Contractors will be provided with alternative means of protection against the hazard. If this is not possible, employees will be instructed to avoid the danger area. If this is not possible, employees will be instructed on the nature of the hazard and be reminded to use extreme caution in the danger area.

The above steps will be repeated on a daily basis until the hazards are eliminated.

Part 3 – Safety Practices

Access to Medical and Exposure Records

All employees, their designated union representatives and OSHA shall have direct access to employer-maintained exposure and medical records. As per OSHA Standard. 1926.33(a)

Medical and exposure records for each employee will be preserved. Exposure records and data analysis based on them will be kept for 30 years. Medical records will be kept for at least the duration of employment plus 30 years. Background data for exposure records such as laboratory reports and work sheets need be kept for only one (1) year. Records of employees who have worked for less than one (1) year need not be retained after employment, but the employer must provide these records to the employee upon termination of employment. First aid records of onetime treatment need not be retained for any specified period. As per OSHA Standard. 1926.33 (d)

Accident Record Keeping and Reporting Requirements

At each job site, a log and summary (OSHA Form #200 or equivalent) shall be maintained of all recordable injuries and illnesses (resulting from a fatality, hospitalization, lost workdays, medical treatment, job transfer or termination, or loss of consciousness) for that job site, and there shall also be entered each recordable event no later than six (6) working days after receiving the information. Where the complete log and summary records are maintained at a place other than the job site (such as the company office) a copy of the log shall be available at the job site which reflects separately the injury and illness experience of the job site complete and current to a date within 45 calendar days. As per OSHA Standard. 1904.2 (a) & (b) (2)

Within eight (8) hours after its occurrence, an employment accident which is fatal to one or more employees of which results in the hospitalization of three (3) employees, shall be reported, either orally or in writing, to the nearest OSHA Area Office. The following information will be related:

- Employee's name and contractor

- Job site name and location
- Time of the accident
- Number of fatalities or hospitalizations
- Contact person
- Telephone number
- Brief description of the accident
- As per OSHA Standard. 904.8 (a) & (d)

Part 4 – Air Tools

Pneumatic Power Tools shall be secured to the hose or ship in a positive manner to prevent accidental disconnection.

As per OSHA Standard. 1926.302 (b) (1)

Safety clips or retainers shall be securely installed and maintained on pneumatic impact tools to prevent attachments

from being accidentally expelled. As per OSHA Standard. 1926.302 (b) (2)

The manufacturers safe operating pressure for all fittings shall not be exceeded.

As per OSHA Standard. 1926.302 (b) (5)

Part 5 – Asbestos

No employee is to be exposed to an airborne concentration of asbestos in excess of 0.1 fiber per cubic centimeter of air in an

eight (8) hour time weighted average (TWA) and the excursion limit of 1.0 fiber per cubic centimeter of air (1 f/cc) as averaged over a

sampling period of thirty (30) minutes. As per OSHA Standard. 1926.1101 (c) (1) & (2)

The regulated area where asbestos work is conducted shall be demarcated in any manner that minimizes the number

of employees within the area and protect the employees outside the area from exposure to airborne concentration of asbestos.

As per OSHA Standard. 1926.1101 (e) (2)

Employees are prohibited from eating, drinking, smoking, chewing tobacco or gum or applying cosmetics

in regulated areas. As per OSHA Standard. 1926.1101 (e) (5)

Part 6 – Compressed Gas Cylinder

Valve protection caps shall be in place when compressed gas cylinders are transported, moved or stored.

As per OSHA Standard. 1926.350 (a) (1)

Cylinder valves shall be closed when work is finished and when cylinders are empty, or are moved.

As Per OSHA Standard. 1926.350 (a) (8)

Compressed gas cylinders shall be secured in an upright position at all times, except if necessary, for short periods of time when cylinders are actually being hoisted or carried. As per OSHA Standard. 1926.350 (a) (9)

Cylinders shall be kept at a safe distance or shielded from welding or cutting operations. Cylinders shall be placed where they cannot become part of an electrical circuit. As per OSHA Standard. 1926.350 (b) (1) & (2)

Oxygen and fuel gas regulators shall be in proper working order while in use. As per OSHA Standard. 1926.350 (h)

Oxygen and acetylene shall be separated by a distance of at least a minimum of twenty (20) feet or by a non-combustible barrier, which separates them by at least five (5) feet. As per OSHA Standard. 1926.350 (a) (10)

Part 7 – Concrete and Masonry Construction

All protruding reinforcing steel, onto and into which employees could fall, shall be guarded to eliminate the hazard of Impalement. As per OSHA Standard. 1926.701 (b)

No employee shall be permitted to work under concrete buckets while buckets are being elevated or lowered into position. As per OSHA Standard. 1926.701 (e) (1)

Forms and shores (except those used for slabs on grade and slip forms) shall not be removed until the employer determines that the concrete has gained sufficient strength to support its weight and superimposed loads. Such determination shall be based on

compliance with one of the following:

- The plans and specifications stipulate conditions for removal of form and shores and such conditions have been followed, **or**
- The concrete has been properly tested with an appropriate American Society for Testing Materials (ATSM) s standard test method designed to indicate the concrete compressive strength, and the test results indicate the concrete has gained sufficient strength to support its weight and superimposed loads. As per OSHA Standard. 1926.703 (e) (ii)

All masonry walls over eight (8) feet in height shall be adequately braced to prevent overturning and to prevent collapse unless the wall is adequately supported so that it will not overturn or collapse. The bracing shall remain in place until permanent support elements of the structure are in place. As per OSHA Standard. 1926.706 (b)

Part 8 – Cranes and Derricks

Rated load capacities, recommended operating speeds, and special hazard warnings or instructions shall be conspicuously Posted on all equipment. Instructions or warnings shall be visible from the operator's station. As per OSHA Standard. 1926.550 (a) (2)

Equipment shall be inspected by a competent person before each use and during use, and all deficiencies corrected before Further use. As per OSHA Standard. 1926.550 (a) (5)

Accessible areas within the swing radius of the rear of the rotating superstructure shall be properly barricaded to prevent Employees from being struck or crushed by the crane. As per OSHA Standard. 1926.550 (a) (9)

Except where electrical distribution and transmission lines have been de-energized and visibly grounded at point of work, or Where insulation barriers not part of, or an attachment to the equipment or machinery have been erected to prevent Physical contact with the lines, no part of a crane or its load shall be operated

within ten (10) feet of a line rated fifty (50) KV, or below ten (10)) feet + 0.4 inches for each 1 KV over 50 KV, or lines rated over 50 KV, or twice the length of the line insulator, but never less than ten (10) feet.

The use of a crane or derrick to hoist employees on a personnel platform is prohibited, except when the erection, use, and dismantling of conventional means of reaching the worksite, such as a personnel hoist, ladder, stairway, aerial lift, elevating work platform or scaffold, would be more hazardous, or is not possible because of structural design or worksite conditions. As per OSHA Standard. 1926.550 (g) (2)

Part 9 – Disposal Chutes

Whenever materials are dropped more than 20 feet to any exterior point of a building, an enclosed chute shall be used. As per OSHA Standard. 1926.252 (a)

When debris is dropped through holes in the floor without the use of chutes, the area where the material is dropped shall be enclosed with barricades not less than 42 inches high and not less than six (6) feet back from the projected edges of the opening above. Warning signs of the hazard of falling material shall be posted at each level. As per OSHA Standard. 1926.252 (b)

Part 10 – Drinking Water

An adequate supply of potable water shall be provided in all places of employment. As per OSHA Standard. 1926.51 (a) (1)

Potable drinking water containers shall be capable of being tightly closed and be equipped with a tap. As per OSHA Standard. 1926.51 (a) (2)

Where single service cups (to be used but once) are supplied, both a sanitary container for the unused cups and a receptacle for disposing of the used cups shall be provided. As per OSHA Standard. 1926.51 (a) (5)

Part 11- Electrical Installations

Electrical installation made in accordance with the National Electrical Code are considered to be in compliance with OSHA's electrical standards for construction, except for the following additional requirements:

- Employers must provide either ground-fault circuit interrupters (GFCIs) or an assured equipment grounding conductor program to protect employees from ground-fault hazards at construction sites. The two options are detailed:

Either

All 120-volt, single phase, 15- and 20- ampere receptacles that are not part of the permanent wiring must be protected by GFCIs. Receptacles on smaller generators are exempt under certain conditions.

Or

An assured equipment grounding program covering extension cords, receptacles, and cord-and-plug-connected equipment must be implemented. The program must include the following:

- A written description of the program
- At least one competent person to implement the program
- Daily visual inspections of extension cords and cord-and-plug-connected equipment for defects.
- Continuity test of the equipment, grounding of receptacles, cords, and cord-and-plug-connected equipment

These tests must generally be made every three (3) months. Lamps for general illumination must be protected from breakage, and metal shell sockets must be grounded. As per OSHA Standard. 1926.405 (a) (ii) (E)

Temporary lights must not be suspended by their cords, unless they are so designed. As per OSHA Standard. 1926.405 (a) (2) (ii) (F)

Extension cords must be of the three-wire type. Extension cords and flexible cords used with temporary and portable lights, must be designed for hard or extra-hard usage (for example, Type S, ST and SO). As per OSHA Standard. 1926.405 (a) (2) (ii) (J)

Part 12 – Electrical Work Practices

Employers must not work near live parts of electrical circuits, unless the employees are protected by one of the following means:

- De-energizing and grounding the parts
- Guarding the part by insulation
- Any other effective means

As per OSHA Standard. 1926.416 (a) (1)

In work areas where the exact location of the underground electrical power lines is unknown, employees using, jackhammers, bars, or other hand tools that may contact the lines must be protected by insulating gloves. As per OSHA Standard. 1926.416 (a) (2)

Barriers or other means of guarding must be used to ensure that workspace for electrical equipment will not be used as a pass way during periods when energized parts of equipment are exposed. As per OSHA Standard. 1926.416 (b)

Worn or frayed electrical cords or cables must not be used. Extension cords must not be fastened with staples, hung from nails, or suspended by wire. As per OSHA Standard. 1926.416 (e) (1) & (2)

Equipment or circuits that are de-energized must be rendered inoperative and must have tags attached at all points where the equipment or circuits could be energized. As per OSHA Standard. 1926.417 (b)

Part 13 – Excavation and Trenching

Before opening any excavation, efforts shall be made including utility company contact to determine if there are underground utilities installed in the area, and they shall be located and

supported during the excavation operations.
As per OSHA Standard. 1926.651 (b) (2)

The walls and faces of excavation five (5) feet or more deep in which employees are exposed to danger from moving ground or cave-in shall be guarded by a shoring system, sloping of the ground, or some other equivalent means.
As per OSHA Standard. 1926.652 (a)

In excavations which employees may be required to enter, excavated or other material shall be effectively stored and retained at least two (2) feet or more from the edge of the excavation. As per OSHA Standard. 1926.651 (j) (2)

Daily inspection of excavations shall be made by a competent person. If evidence of possible cave-ins or slides is apparent, all work in the excavation shall cease until the necessary precautions have been taken to safeguard the employees.
As per OSHA Standard. 1926.651 (k)

All surface encumbrances whose location creates a hazard shall be removed or supported. As per OSHA Standard.
1926.651 (a)

Emergency rescue equipment, such as breathing apparatus, a safety harness and line, or a basket stretcher, shall be readily available where hazardous atmosphere conditions exist or may reasonably be expected to develop during work in excavation. This equipment shall be attended when in use. As per OSHA Standard. 1926.651 (g) (2)

Where the stability of adjoining buildings, walls, or other structures is endangered by excavation operation, support systems, such as shoring, bracing or underpinning shall be provided to ensure the stability of such structures for the protection of employees. As per OSHA Standard. 1926.651 (i) (1)

A stairway, ladder, ramp or other safe means of egress shall be located in trench excavations that are four (4) feet more in depth so as to require no more than twenty-five (25) feet of lateral

travel. As per OSHA Standard.
1926.651 (c) (2)

Each employee at the edge of an excavation six (6) feet or more in depth shall be protected from falling by guardrail systems, fences, or barricades when the excavations are not readily seen because of plant growth or other visual barriers.

As per OSHA Standard. 1926.501 (b) (7) (i)

Each employee at the edge of a well, pit, shaft and similar excavation six (6) feet or more in depth shall be protected from falling by guardrail systems, fences, barricades or covers. As per OSHA Standard. 1926.501 (b) (7) (ii)

Part 14 – Eye and Face Protection

Eye and face protection shall be provided when machines or operations present potential eye or face injury.

As per OSHA Standard. 1926.102 (a) (1)

Employees involved in welding operations shall be furnished with filter lenses or plates of at least the proper shade number.

As per OSHA Standard. 1926.102 (b) (1)

Employees exposed to laser beams shall be furnished suitable laser safety goggles, which will protect for the specific wavelength of the laser and be optical density (OD) adequate for the energy involved. As per OSHA Standard.

1926.102 (b) (2)

Part 15 – Fall Protection

The employer must set forth the requirements to provide fall protection systems. All fall protection required by this section shall conform to the criteria set forth.

As per OSHA Standard. 1926.502 (a) (1)

Part 16 – Fire Protection

Fire fighting equipment shall be conspicuously located and readily accessible at

all times, shall be periodically inspected, and be maintained in operating condition. As per OSHA Standard. 1926.150 (a) (2) (3) & (4)

Carbon tetrachloride and other toxic vaporizing liquid fire extinguishers are prohibited. As per OSHA Standard. 1926.150 © (1) (vii)

A fire extinguisher, rated not less than 2A, shall be provided for each 3,000 square feet of the protected building area, or major fraction thereof. Travel distance from any point of the protected area to the nearest fire extinguisher shall not exceed 100 feet.

As per OSHA Standard. 1926.150 (c) (i)

By taking prompt action, fires can be quickly controlled and extinguished. In case of a fire, the following steps should be followed:

- Report the fire immediately to the job office. Do it yourself or send someone else
- Be sure all personnel are safe. Remember life before property
- Handle flammable and combustible liquids in approved and labeled containers
- Have proper operating fire extinguishers available on site and know where they are kept
- YOUR LIFE CAN'T BE REPLACED

Flammable and combustible Liquids

Only approved containers and portable tanks shall be used for storage and handling of flammable and combustible liquids.

As per OSHA Standard. 1926.152 (a) (1)

No more than twenty-five (25) gallons of flammable or combustible liquid shall be stored in a room outside of an approved storage cabinet

No more than 60 gallons of flammable or 120 gallons of combustible liquids shall be stored in any one storage cabinet. No more than three (3) storage cabinet may be located in a single storage area. As per OSHA Standard. 1926.152 (b) (1) (2) & (3)

Inside storage rooms for flammable or combustible liquids shall be of fire-resistive construction, have self-closing fire doors at all openings, four (4) inch sills or depressed floors, a ventilation system that provides at least six (6) air changes within the room per hour, and electrical wiring and equipment approved

for Class 1, Division 1 locations. As per OSHA Standard. 1926.152 (b) (4)

Storage of containers outside the building shall not exceed 1,1090 gallons in any one pile or area. The storage area shall be graded to divert possible spills away from building or other exposures, or shall be surrounded by a curb or dike.

Storage areas shall be located at least twenty (20) feet from any building and shall be free from weeds, debris and other combustible materials not necessary to storage.

As per OSHA Standard. 1926.152 (c) (3) (4) (5)

Flammable liquids shall be kept in closed containers when not actually in use.

As per OSHA Standard. 1926.152 (f) (1)

Conspicuous and legible signs prohibiting smoking shall be posted in service and refueling areas. As per OSHA Standard.

1926.152 (g) (9)

Recommended Eye and Face Protectors

1. Goggles, Flexible Fitting, Regular Ventilation
2. Goggles, Flexible Fitting, Hooded Ventilation
3. Goggle, Cushioned Fitting, Rigid Body
4. Spectacles, Metal Frame, with Side Shields *
5. Spectacles, Plastic Frame, with Side Shields *
6. Spectacles, Metal-Plastic Frame with Side Shields *
7. Welding Goggles, Eyecup Type, Tinted Lenses
8. Chipping Goggles, Cover spec Clear Safety Lenses
9. Welding Goggle, cover spec Type, Tinted Lenses
10. Chipping Goggles, Cover spec Type, Tinted Plate Lens

* Non-Shields spectacles are available for limited hazard use requiring only frontal protection.

The following chart is designed to assist in determining the type of equipment according to work being done, and is from ANSI Standard Z87.1 – 1968 “Practice for Occupational and Educational Eye and Face Protection.”

APPLICATIONS

OPERATIONS

HAZARDS

RECOMMENDED PROTECTORS:

(Bold Type numbers signify preferred protection)

Acetylene – Burning

Sparks, Harmful Rays

7,8,9

Acetylene – Cutting

Molten Metal

Acetylene – Welding

Flying Particles

Chemical Handling

Splash, Acid Burns, Fumes

2,10 (for severe exposure add 10 over 2)

Chipping

Flying Particles

1,3,4,5,6,7A, 8A

Electric (ARC) Welding

Sparks Intense Rays,
Molten Metal

9,11, (11 in combination with 4,5,6, in tinted

lenses available)

Furnace Operations

Glare Heat, Molten Metal

7,8,9, (for severe exposure add 10)

Grinding – Light

Flying Particles

1,3,4,5,6,10

Grinding – Heavy

Flying Particles

1,3,7A,8A (for severe exposure add 10)

Laboratory

Chemical Splash, Glass Breakage

2 (10 when in combination 4,5,6)

Machines

Flying Particles

1,3,4,5,6,10

Molten Metals

Heat, Glare, Sparks, Splash **7,8**, (10

in combination with 4,5,6 in tinted lenses)

Spot Welding

Flying Particles, Sparks

1,3,4,5,6,10

Part 17 – Floor Openings, Open Sides, Dangerous Equipment

Floor holes, (including skylights) more than six (6) feet above lower levels shall be provided with covers or guardrail systems, or employees shall be protected by personal fall arrest system. As per OSHA Standard. 1926.501 (b) (4) (i)

Unprotected sides and edges more than six (6) feet above a lower level shall be protected by the use of guardrail systems, safety net systems or personal fall arrest systems. As per OSHA Standard. 1926.501 (b) (1)

Part 18 – Hand Tools

Employer shall not issue or permit the use of unsafe hand tools. As per OSHA Standard. 1926.301 (a)

Electric power operated tools shall either be approved double-insulated, be properly grounded, or used with ground fault circuit interrupters. As per OSHA Standard. 1926.302 (a)

Part 19 – Head Protection

If the job is a designated hardhat site, hard hats are to be worn at all times. Hard hats shall be worn in areas where there is a possible danger of head injuries from impact, flying or falling objects or electrical shock and burns. As per OSHA Standard. 1926.100 (a)

When employees are exposed to falling objects, each employee must wear a hard-hat, and the following measures must be taken:

- Erection of toe boards, screens or guardrail systems.
- Erection of a canopy structure, keeping objects far from the edge of the higher elevation.
- Barricading the area into which objects could fall, prohibiting employees from entering the barricaded area, and keeping objects far from the edge of the higher elevation. As per OSHA Standard. 1926.501 (c) (2) & (3)

Part 20 – Hearing Protection

Feasible engineering or administrative controls shall be utilized to protect

employees against sound levels in excess of those shown in Table D-2. As per OSHA Standard. 1926.52 (b)

When engineering or administrative controls fail to reduce sound levels within the limits of Table D-2, ear protectice devices shall be provided and used. As per OSHA Standard. 1926.52 (b) and 1926.101 (a)

Exposure to implosive or impact noise should not exceed 140 dB peak sound pressure level. As per OSHA Standard. 1926.52 (e)

In all cases where the sound levels exceed the values shown in Table D-2 of the Safety and Health Standards, a continuing, effective hearing conversation program shall be administered. As per OSHA Standard. 1926.52 (d) (1)

Plain cotton is not an acceptable protective device. As per OSHA Standard. 1926.101 (c)

Part 21 – Heating Devices, Temporary

Fresh air shall be supplied in sufficient quantities to maintain the health and safety of workers. As per OSHA Standard. 1926.154 (a) (1)

Solid fuel salamanders are prohibited in buildings and on scaffolds. As per OSHA Standard. 1926.154 (d)

Part 22 – Hoist, Material & Personnel

Rated load capacities, recommended operating speeds, and special hazard warnings or instructions shall be posted on cars and platforms. As per OSHA Standard. 1926.552 (a) (2)

Hoist way entrances of material hoists shall be protected by substantial full width gates or bars. As per OSHA Standard. 1926.552 (b) (2)

Hoist way doors or gates of personnel hoist shall be not less than six (6) feet, six (6) inches high, and be protected with mechanical locks which cannot be operated from the landing side and are accessible only to persons on the car. As per OSHA Standard. 1926.552 (c) (4)

Overhead protective coverings shall be provided on the top of the hoist cage or platform. As per OSHA Standard. 1926.552 (b) (3)

Part 23 – Housekeeping

Form and scrap lumber with protruding nails, and all other debris shall be kept clear from all work areas.

As per OSHA Standard. 1926.25 (a)

Combustible scrap and debris shall be removed at regular intervals. As per OSHA Standard. 1926.25 (b)

Containers shall be provided for collection and separation of all refuse. Covers shall be provided on containers used for flammable or harmful substances. As per OSHA Standard. 1926.25 (c)

Wastes shall be disposed of at frequent intervals. As per OSHA Standard. 1926.25 9 c)

Part 24 – Illumination

Construction areas, ramps, runways, corridors, offices, shops, and storage areas shall be lighted to not less than the minimum illumination intensities listed in Table D-3 while any work is in progress. As per OSHA Standard. 1926.56 (c)

Part 25 – Ladders

A ladder or stairway shall be provided at all personnel points of access where there is a break in elevation of nineteen (19) inches.

As per OSHA Standard. 1926.1051 (a)

Ladders shall be maintained free of oil, grease and other slipping hazards. As per OSHA Standard. 1926.1053 (b) (2)

Ladders shall only be used for the purpose for which they were designed. As per OSHA Standard. 1926.1053 (b) (4)

Ladders shall be used only on stable and level surfaces unless secured to prevent accidental displacement. As per OSHA Standard.

1926.1053 (b) (6)

The area around the top and bottom of ladders shall be kept clear. As per OSHA Standard. 1926.1053 (b) (9)

Ladders shall not be moved, shifted or extended while occupied. As per OSHA Standard. 1926.1053 (b) (11)

The top or top step of a stepladder shall not be used as a step. As per OSHA Standard 1926.1053 (b) (13)

Single rail ladders are prohibited. As per OSHA Standard. 1926.1053 (b) (19)

Part 26 – Lasers

Only qualified and trained employees shall be assigned to install, adjust, and operate laser equipment. As per OSHA Standard. 1926.54 (a)

Employees shall wear proper eye protection where there is a potential exposure to laser light greater than 0.005 watts (5 milliwatts)

As per OSHA Standard. 1926.54 (c)

Beam shutters or caps shall be utilized or the laser turned off, when laser transmission is not actually required. When the laser is left unattended for a substantial period of time, such as during lunch hour, overnight, or at change of shifts, the laser shall be turned off.

As per OSHA Standard. 1926.54 (e)

Part 27 – Liquefied Petroleum Gas

Each system shall have containers, valves, connectors, manifold valve assemblies, and regulators of an approved type.

As per OSHA Standard. 1926.153 (a) (1)

All cylinders shall meet DOT specifications. As per OSHA Standard. 1926.153 (a) (2)

Containers shall be placed upright on firm foundations or otherwise firmly secured. As per OSHA Standard. 1926.153 (g)

Portable heaters shall be equipped with an approved automatic device to shut off the flow of gas, in the event of flame failure.

As per OSHA Standard. 1926.153 (h) (8)

Storage of LPG within buildings is prohibited. As per OSHA Standard. 1926.153 (j)

Storage locations shall have at least one approved portable fire extinguisher, rated not less than 20-BC.

As per OSHA Standard. 1926.153 (1)

Part 28 – Medical Services and First Aid

When medical services are not reasonably accessible for the treatment of injured employees, a person trained to render first aid shall be available at the worksite. As per OSHA Standard. 1926.50 (c)

First aid supplies shall be readily available at the job site. As per OSHA Standard. 1926.50 (d) (1)

The phone numbers of the doctors, hospitals or ambulances shall be conspicuously posted. As per OSHA Standard. 1926.50 (f)

Part 29 – Personal Protective Equipment

The employer is responsible for requiring the wearing of the appropriate personal protective equipment in all operations where there is an exposure to hazardous conditions, and where there is a need indicated in OSHA's construction standards for using such equipment to reduce the hazard to the employees. As per OSHA Standard. 1926.28 (a)

Lifelines, safety belts, and lanyards shall be used only employee safeguarding. As per OSHA Standard. 1926.104 (a)

Part 30 – Power-Operated Hand Tools

Only trained employees shall be allowed to operate power-actuated tools. As per OSHA Standard. 1926.302 (e) (1)

All power-actuated tools shall be tested daily before use, and all defects discovered before or during use shall be corrected. As per OSHA Standard. 1926.302 (e) (2) & (3)

Tools shall not be loaded until immediately before use. Loaded tools shall not be left unattended. As per OSHA Standard. 1926.302 (e) (5) & (6)

Part 31 – Railings

Top edge height of top rails shall be between 39 and 45 inches. Mid-rail height shall be 21 inches. As per OSHA Standard. 1926.502 (b) (1) & (2)

Intermediate vertical members (such as balusters) when used between posts, shall not be more than nineteen (19) inches wide. As per OSHA Standard. 1926.502 (b) (2) (iii)

Guardrail systems shall be capable of withstanding a force of at least 200 pounds applied within two (2) inches of the top edge in any outward or downward directions, at any point along the top edge. Under no circumstances can the top edge deflect to a height less than 39 inches.

As per OSHA Standard. 1926.502 (b) (3) & (4)

Mid-rails, screens, mesh, intermediate vertical members, solid panels and equivalent structural members shall be capable of withstanding a force of at least 150 pounds, applied in any downward or outward direction. As per OSHA Standard. 1926.502 (b) (5)

Guardrail surfaces must be smooth enough to prevent punctures, lacerations or snagging of clothing.

As per OSHA Standard. 1926.502 (b) (6)

If wire rope is used for top rails, it must be flagged every six feet with high-visibility material. As per OSHA Standard. 1926.502 (b) (9)

Part 32 – Respiratory Protection

Note: The requirements applicable to construction work under this section are identical to those set forth at 29 CFR 1910.134

In emergencies, or when feasible engineering or administrative controls are not effective in controlling toxic substances, appropriate respiratory protective equipment shall be provided by employer and shall be used by employees. Respiratory protective devices shall be approved by the Mine Safety and Health Administration/National Institute for Occupational Safety and Health or acceptable to the US Department of Labor for the specific containment to which the employee is exposed. Respiratory protective devices shall be appropriate for the hazardous material involved and the extent and nature of the work requirements and conditions. Employees required to use respiratory protective devices shall be thoroughly trained in their use. Respiratory protective equipment shall be inspected regularly and maintained in good condition.

Part 33 – Safety Nets

Safety nets shall be installed as close as practicable under walking/working surfaces, but not less than 30 feet below.

As per OSHA Standard 1926.502 (c) (1)

Safety nets shall be drop-tested at the job site after initial installation and before being used as a fall protection system, whenever relocated, after each major repair, and at six (6) month intervals if left in one place. As per OSHA Standard. 1926.502 (c) (4) (i)

Defective nets shall not be used. Safety nets shall be inspected at least once a week for wear, damage, and other deterioration.

As per OSHA Standard. 1926.502 (c) (5)

Materials, scrap peieces, equipment and tools, which have fallen into the safety net, shall be removed before the next work shift.

As per OSHA Standard. 1926.502 (c) (6)

Part 34 A – Saw, Portable Circular

Portable, power-driven circular saws shall be equipped with guards above and below the base plate or shoe. The lower guard shall cover the saw to the depth of the teeth, except for the minimum arc required to allow proper retraction and contact with the work, and shall automatically return to the covering position when the blade is removed from the work. As per OSHA Standard. 1926.304 (d)

Part 34 B – Saws, Radial

Radial saws shall have an upper guard that completely encloses the upper half of the saw blade. The sides of the lower exposed portion of the blade shall be guarded by a device that will automatically adjust to the thickness of, and remain in contact with the materials being cut.

As per OSHA Standard. 1926.304 (g)

Radial saws used for ripping shall have non-kickback fingers or dogs. As per OSHA Standard. 1926.304 (g)

Radial saws shall be installed so that the cutting head will return to the starting position when released by the operator.

As per OSHA Standard. 1926.304 (g)

Part 35 – Scaffolds (General)

Scaffolds shall be erected on sound, rigid footing, capable of carrying the maximum intended load without settling or displacement.

As per OSHA Standard. 1926.451 (c) (2) (i)

Scaffolds and their components shall be capable of supporting, without failure at least four (4) times the maximum intended load.

As per OSHA Standard. 1926.451 (a) (l)

Guardrails and toeboards shall be installed on all open sides and ends of platforms more than ten (10) feet above the ground or floor, except needle beam scaffolds and floats. Scaffolds four (4) feet to ten (10) feet in height, having a minimum dimension in either direction of less than 45 inches,, shall have standard guardrails installed on all open sides and ends of the platform. As per OSHA Standard. 1926.451 (g) (4) (i)

Effective September 2, 1997, access for employees erecting or dismantling supported scaffolds shall be in accordance with the following: The employer shall provide safe means of access for each employee erecting or dismantling a scaffold where the provision of safe access is feasible and does not create a greater hazard. The employer shall have a competent person determine whether it is feasible or would pose a greater hazard to provide, and have employees use a safe means of access. This determination shall be based on site conditions and the type of scaffold being erected or dismantled. Hook-on or attachable ladders shall be installed as soon as scaffold erection has progressed to a point that permits safe installation and use. As per OSHA Standard. 1926.451 (e) (9) (i) & (ii)

Part 36 – Stairways

Stairways having four (4) or more risers or rising more than thirty (30) inches, whichever is less, shall be equipped with at least one (1) handrail and one (1) stair-rail along each unprotected side or edge. As per OSHA Standard. 1926.1052 (c) (1) (i) & (ii)

Where doors or gates open directly on a stairway, a platform shall be provided, and the swing of the door or gate shall not reduce the width of the platform to less than twenty (20) inches. As per OSHA Standard. 1926.1052 (a) (4)

Stairs shall be installed between 30 degrees and 50 degrees from horizontal. As per OSHA Standard. 1926.1052 (a) (2)

Metal pan landings and metal pan treads, when used, shall be secured in place before filling with concrete or other material. As per OSHA Standard. 1926.1052 (b) (5)

Treads for temporary service shall be made of wood or other solid material, and shall be installed the full width and depth of the stair. As per OSHA Standard. 1926.1052 (b) (3)

Stairwell systems and handrails shall be so surfaced as to prevent injury to employees from punctures or lacerations, and to prevent snagging of clothing. As per OSHA Standard. 1926.1052 (c) (8)

Part 37 – Steel Erection

Permanent floors shall be installed so there are not more than eight stories between the erection floor and the uppermost permanent floor, except when structural integrity is maintained by the design. As per OSHA Standard. 1926.750 (1)

During skeleton steel erection, a tightly planked temporary floor shall be maintained within two stories or thirty (30) feet, whichever is less, below and directly under that portion of each tier of beams on which any work is being performed. As per OSHA Standard. 1926.750 (b) (2) (i)

During skeleton steel erection, where the requirements of the preceding paragraph cannot be met, and where scaffolds are not used, safety nets shall be installed and maintained whenever the potential fall distance exceeds two (2) stories or twenty-five (25) feet. As per OSHA Standard. 1926.750 (b) (1) (ii)

A safety railing of ½ inch wire rope or equivalent shall be installed around the perimeter of all temporarily floored buildings, approximately forty-two (42) inches high, during structural steel assembly. As per OSHA Standard. 1926.750 (b) (1) (iii)

Part 38 – Wall Openings

Each employee working on, at, above or near wall openings (including those with chutes attached) where the outside bottom edge of the wall opening is six (6) feet or more above the lower levels, and the inside bottom edge of the wall opening is less than thirty-nine (39) inches above the working/walking surface, shall be protected by a guardrail system, a safety net system, or a personal fall arrest system. As per OSHA Standard. 1926.501 (b) (14)

Part 39 – Welding, Cutting & Heating

Employees shall be instructed in the safe use of welding equipment. As per OSHA Standard. 1926.350 (d) & 1926.351 (d)

Proper precautions (isolating welding and cutting, removing fire hazards from the vicinity, providing a fire watch, etc.) for fire prevention shall be taken in areas where welding or other “hot work” is being done. No welding, cutting or heating shall be done where the application of flammable paints, or the presence of other flammable compounds, or heavy dust concentration created a fire hazard. As per OSHA Standard. 1926.352 (a) (b) (c) & (f)

Fuel gas and oxygen hose shall be easily distinguishable and shall not be interchangeable. Hoses shall be inspected at the beginning of each shift and shall be repaired or replaced if defective. As per OSHA Standard. 1926.350 (f)

Part 40 – Wire Ropes, Chains, Ropes, Etc.

Wire ropes, chains, ropes and other rigging equipment shall be inspected prior to use and as necessary during use to assure their safety. Defective gear shall be removed from service. As per OSHA Standard. 1926.251 (a) (1)

Job or shop hoods and links, or makeshift fasteners, formed from bolts, rods, etc. or other such attachments, shall not be used. As per OSHA Standard. 1926.251 (b) (3)

By my signature, I acknowledge that I
have received and read the
A.G. Electrical Contractors
Safety Policy Booklet

Print Name

Date

Signature

A.G. Electrical Contractors Safety Site Policy

All contractors on this project shall comply with the following site policy. Failure to comply with these requirements will result in removal from the job site.

- (If applicable) The passenger elevator **will not be used** for any construction work being done on the premises; only the freight elevator will be permitted.
- Hard Hats **ARE REQUIRED AT ALL TIMES.**
(enclosed ceilings do not change this requirement, unless directed – otherwise by site foreman)
- No Tank Tops, Muscle Shirts, etc. Shirts must have a minimum of 4” sleeves.
- Long Pants only. No shorts or cut-offs or similar type apparel.
- Heavy-duty leather work boots or shoes must be worn.
- Eye Protection **IS REQUIRED** for any job that has a potential for eye injury such as, but not limited to: grinding, cutting clock, brick, concrete, drilling into metal etc.
- No CD players, Walkmans, or similarly sound systems. This includes parking vehicles in the work area and playing the radio or CD player. A radio may be kept in field offices.

- All work at elevations of 6 feet or greater shall require fall protection. **EXCEPTIONS:** working from ladders, Work from scaffolds is 10 feet and steel erection is 25 feet and 30 feet.
- No alcoholic beverages or controlled substances shall be consumed or in possession, to include inside vehicles.
- All OSHA regulations applicable to your work or trade shall be followed.

1st offense – Banned from site for that working day.

2nd offense – Banned from site – NOT TO RETURN.

A.G. Electrical Contractors

Safety Requirements of Contractors while on the Job Site

Receiving Areas

- Contractors are responsible for removing their construction trash to proper containers.
- All receiving areas must be kept free of parts and materials to allow for deliveries.
- A designated room on site will serve as the contractor's office with a desk, phone and table (if applicable)
- Any question or needs, please contact **Aldo Gallelli** at **732-548-3995** or **732-580-0007**. Alternate contact is **Jamie Mazur** at **732-580-0002**.

Contractors Parking

- Contractors working inside the building must park only in designated areas. Vehicles may be towed if not parked in designated areas.
- Contractors are responsible for keeping the entire loading dock parking area clean and **free of debris and trash**.
- Welding and pipe cutting is done outside the building in a designated area.

Security and Access Control

- During construction all contractors shall enter the building through the designated areas.
- Only the freight elevator can be used for construction materials. Passenger elevators can only be used with the approval of the site supervisor. (if applicable)
- A security officer shall retain a picture ID of every contractor entering the building and give each individual

a visitor badge, which shall be displayed at all times while on the site. The visitor ID badge must be turned in when leaving the site. (if applicable)

- Lost or stolen badges must be reported to security immediately. (Government Facilities)
- All persons, packages, and/or vehicles are subject to inspection at the discretion of security. (if applicable)
- Contractors are restricted to assigned areas of work. If found in unassigned area, access to the site may be revoked.
- **Profane language and sexual harassment will not be permitted and will not be tolerated on site.**
- No contractors will use any A.G. Electrical Contractor equipment unless authorized by the foreman.
- **Hours for construction are Monday – Friday from 7:30 am to 3:30 pm. If work needs to be continued later than 3:30 pm please advise the site foreman prior to 2:00 pm. Saturdays are available upon request.**

Temporary Utilities

- * All extension cords must be GFI protected.

Subcontractor's Signature:

Date:

Print Name