

CONSTRUCTION SAFETY REQUIREMENTS

Chapter 13

PROJECT: _____

SUBCONTRACTOR: _____

Contractor's Safety Programs and Site Requirements

The following are general construction site Health, Safety and Environmental requirements that the Subcontractors and all tiers of Subcontractors shall comply with.

Subcontractor Safety Submittal Package shall be turned into the Area Safety Manager for review PRIOR to the commencement of any construction related activities. The [Safety Submittal Package](#) and signature of the subcontractor's Project Superintendent, Project Manager and Safety Representative shall be required attesting that they have read, understand, and will abide by these site requirements and any additional safety requirements of this project as may be required.

Site Safety is Your Company's Responsibility

Each subcontractor and all tiers of subcontractors shall comply with the most stringent requirements established in OSHA/CAL-OSHA, Flintco, LLC/Oakridge policies, all applicable State and Federal Laws, local ordinances, rules, and regulations bearing on the safety of persons and property.

Each subcontractor is completely responsible for compliance of all their subcontractors Health, Safety and Environmental requirements.

Each subcontractor's Project Superintendent has full and complete responsibility for the safety and health of their employees and the employees of all tiers of subcontractors. Subcontractor's Superintendent shall be present to provide total supervision for their sub-tier contractors at all times. In no case will the presence of a Safety Representative relieve the Superintendents of the responsibility. If your company is going to change onsite management (superintendent/foreman), written notice is to be sent to the Flintco, LLC/Oakridge project manager and/or superintendent a minimum of five days prior to the exchange.

Safety Programs

Each subcontractor shall have a written Health, Safety and Environmental Loss Prevention Plan that includes a written Hazard Communication/Employee Right-to-Know Program which conforms to the requirements addressed in OSHA/CAL-OSHA on the job site. This program shall be a part of the Safety Submittal Package.

Each subcontractor's Health Safety and Environmental Loss Prevention Plan shall be the governing document that all tiers of Subcontractors shall comply with.

Each subcontractor shall file a copy of their program in their safety file located in the Flintco, LLC/Oakridge construction office prior to beginning work on the project. A copy of the program shall be maintained on site and available for employee review.

Each tier of subcontractor shall be provided with a copy of the subcontractor's Health, Safety and Environmental Loss Prevention Plan. The subcontractor's Hazard Communication Program shall be tailored to reflect the specific exposures encountered on the job-site by their employees and the employees of all tiers **of subcontractors**.

JHA (Job Hazard Analysis)

Prior to the start of any construction activity, a Job Hazard Analysis shall be turned in with subcontractors Safety Submittal Package. The Job Hazard Analysis shall identify at a minimum:

- The work steps involved with each specific construction work activity for the entire scope of work.
- Potential and existing hazards with the work activity.
- Controls to eliminate or effectively control the hazard.

Employees shall be given specific training to the Hazard Analysis. The training shall be documented and maintained on file.

Each subcontractor will hold a pre-work meeting prior to the start of work on a daily basis. This meeting shall consist of identifying the tasks/hazards/and controls for the work being performed that day.

PTP (Pre-task Plan) The pre-task plan is to be a supplement to the [JHA \(Job Hazard Analysis\)](#). This is to be completed, documented and signed by all workers in the prework meeting by the contractor's supervisor and/or SSR (subcontractor's site safety representative).

Record Keeping and Files

The following required documentation shall be in the subcontractor's Safety Files, located in the Flintco, LLC/Oakridge office. Representatives of Flintco, LLC/Oakridge will review the written Safety and Health Loss Prevention Plan which includes a Job Hazard Communication/Employee Right-to-Know Program as well as the following documents:

- SDS (Safety Data Sheets), site specific, conforming to the Contractor's Hazard Communication Program.
- Job-site weekly safety meeting reports, including lesson plans which detail training.
- Accident investigations, including accident reports, witness statements, involved employee statement, and pictures of the accident scene.
- Daily job-site safety inspections, including documented closure of identified deficiencies.
- JHA (Job Hazard Analysis), along with documented training records of each hazard analysis.
- PTP (Pre-task Plan), shall be documented and signed by each worker daily and posted in the work area and in onsite filing.
- Equipment inspection records.
- Employee orientation training

Safety Representatives

Subcontractors shall designate a safety representative to oversee the subcontractor's health, safety and environmental activities and to perform the duties outlined under safety representative responsibilities. The safety representative will be credentialed as outlined in the section titled (Safety Representative Credentials) of this section. If the safety representative is unable to perform the safety duties to the satisfaction of Flintco, LLC/Oakridge, the subcontractor will replace the safety representative with a full time safety representative who will have no other duties other than those outlined under safety representative responsibilities of this section.

The safety representative shall be present on site during all subcontractor and sub-tier work activities. If overtime,

weekend or double shift work occurs the subcontractor shall provide a written plan outlining how the subcontractor will meet the safety requirements as outlined above. The subcontractor shall identify an alternate safety representative in the event the primary safety representative is absent from the project.

Safety Representative Credentials

Each subcontractor must have a designated safety representative that meets both of the following requirements:

- Minimum of five years of verifiable experience in the work scope that the Safety Representative will be overseeing (i.e. excavation, electrical or masonry etc.) This means, for example in fire protection, installing sprinkler pipe, sprinkler heads, risers, valves, etc. – actual construction work. Office manager type work, site administrative type work or other non-direct construction work does not meet the experience requirement.
- Documentation of completion of the “OSHA 30” hour course specific to the construction industry.

A copy of the Safety Representative’s credentials must be provided with the Safety Submittal Package and maintained on file in each subcontractor’s safety file.

Safety Representative Responsibilities

Each subcontractor’s Safety Representative, Project Manager and Superintendent shall attend a Pre- Construction meeting with Flintco, LLC/Oakridge prior to that subcontractor’s scope of work beginning on the project.

The Flintco, LLC/Oakridge Project Safety Coordinator and/or Superintendent will schedule and chair a monthly Safety Committee Meeting. Each subcontractor’s safety representative is required to attend the monthly Safety Committee Meeting.

Each Safety Representative shall conduct daily documented site inspections of their assigned on-going activities. This daily responsibility shall be focused on the Safety Representative’s own employee activities.

Each Safety Representative will maintain the required Job Hazard Analysis.

Each subcontractor’s “recordkeeping and files” as outlined in the above subsection shall be accurately maintained by each contractor’s onsite Safety Representative.

Each subcontractor’s safety representative will conduct Safety Orientation for their employees prior to the employee’s start of work and access to the jobsite.

Safety Orientation will consist of the review of section 13-006 through 13-0013 and submission of a signed copy of form. (Form – Participant Acknowledgement – attached to policy)

Competent Person Requirements

Each subcontractor shall provide a matrix outlining employee(s) designated as a qualified competent person(s). The qualifications for competent persons are identified in the various Subparts of OSHA/CAL-OSHA. NOTE: Certain subparts of OSHA/CAL-OSHA have interpretations as to the qualifications and training required to be designated as a competent person (i.e. Subpart P-Excavations; Subpart L-Scaffolding; etc.)

Credentials of each individual(s) identified in this matrix shall be attached (i.e. training certificates, resumes outlining years of experience, competent person cards, etc.) in the Safety Submittal Package.

Prior to any work activity beginning in which OSHA/CAL-OSHA requires a competent person, each subcontractor shall identify an individual(s) on the matrix and provide it to Flintco, LLC/Oakridge.

Accident Investigations & Incident “Near Miss” Investigations

All injuries shall be reported by each subcontractor’s Safety Representative to Flintco, LLC/Oakridge immediately. The subcontractor shall complete and submit a project Subcontractor Accident Form for any injury or “near miss”, no matter how minor for their company’s employees and the employees of their subcontractors. A WRITTEN ACCIDENT REPORT SHALL BE COMPLETED WITHIN 24 HOURS OF THE ACCIDENT and forwarded to Flintco, LLC/Oakridge. The following information shall be included with the accident report:

- First report of injury (from applicable state). If it is a subcontractor injury, a management person(s) from the subcontractor needs to sign this form.
- Subcontractor Accident Form
- Employee statement explaining accident.
- Witness statement explaining what they saw or their involvement.
- Pictures of the accident scene.
- RCA ([Root Cause Analysis](#) from) for all injury accidents. (see exhibit)

Whenever an accident, incident or “near miss” occurs, the subcontractor shall review the specific Job Hazard Analysis/Pre-task Plan and update it accordingly.

Accident investigations and incident near miss investigations will be discussed by the Safety Committee to determine if the accidents are considered preventable and who is considered the responsible party. The Safety Representative of the respective company shall explain in person why the accident occurred, before the Safety Committee. This explanation shall take place at the closest meeting after the accident.

Safety Meetings

Each subcontractor and all tiers of Subcontractors shall conduct weekly safety meetings on the job-site. Attendees and minutes of the weekly safety meetings are to be documented. This document must be kept in the subcontractor’s Safety File. Records shall be maintained in such a manner to distinguish each Subcontractor and their employees from the Contractor and other Subcontractors. All subcontractors and sub tiers will attend the monthly “All Hands” safety meeting conducted by Flintco, LLC/Oakridge.

Job-Site Inspections

Each subcontractor and all tiers of subcontractors shall conduct and document daily job-site inspections. While these inspections may conform to the requirements of each Subcontractor’s Safety Program, they are subject to safety standards established for the job.

- Inspection follow-up shall be performed by each subcontractor to ensure corrective measures have been accomplished. Documentation of corrective measures with specific actions shall be provided in the subcontractor’s safety files.



- Each subcontractor shall correct all safety and health-related deficiencies during the same working shift in which they were identified.

Site Requirements

1. Do NOT work alone. Someone should always be around in case of an emergency.
2. It is each employee's responsibility when entering different project work areas to find out what safety precautions are required. Stay alert
3. Safety Glasses with side shields which meet ANSI Z87.1-1989 (this includes prescription eyeglasses with side shields) shall be worn by all personnel at all times outside the area designated as Trailer Row. Using approved safety glasses that fit over prescription glasses will be acceptable. Flimsy plastic side shields shall not be allowed. Prescription glasses with or without side shields, that do not meet ANSI Z87.1-1989 are NOT safety glasses.
4. Face and eye protection must be worn when chipping and grinding or where flying debris activities take place. Examples are but not limited to, powder actuated tools, electric or air-operated grinding tools, electric or air-operated impact tools, chop saws, masonry saws, chain saws, drilling tools going into overhead concrete, etc..
5. ANSI certified high visibility/reflective clothing shall be worn on the construction site. Shirts with sleeves (at least t-shirt length 4") and full-length pants shall be required. No Shorts, No Tennis Shoes, and No Tank Tops.
6. Hand Protection is required when the possibility of injuries to hands is present during construction activities.
7. Boots with proper leather uppers above the ankle, and hard soled and any other required or appropriate safety equipment for specified task shall be worn at all times.
8. All employees on site shall wear hard hats that meet the requirements of ANSI Z89.1-1997 at all times outside the area designated as Trailer Row. Hard hats shall be worn in such a manner that the hat brim is positioned in front at all times. This policy includes truck drivers and delivery personnel.
 - Exceptions
 - a. Where allowed by manufacturer to reverse the suspension system.
 - b. To accommodate face shields.
9. Hearing Protection is required by CFR 1926.101 and shall be used when required.
10. Fall Protection is required when working at heights greater than 6'. Flintco has a ZERO Tolerance Policy on fall protection. The following must be followed on all Flintco, LLC/Oakridge Projects:
 - All employees shall receive documented training pertaining to the recognition and elimination

- of fall hazards
- Floor and roof openings 2" or greater shall be covered with materials that are capable of supporting at least two times the load expected to be imposed.
 - All floor edges where fall distance is 6' or greater, and all roof edges shall be protected by a standard guardrail.
 - When employees are working outside a protective guardrail at height greater than 6', employees must wear a Personal Fall Arrest System (PFAS) that is attached to a designated anchor point.
 - PFAS shall be worn and connected to a designated anchorage point on articulating boom lifts and scissor lifts (when required by manufacturer) at all times.
 - PFAS shall be worn while working from a suspended scaffold and connected to an independent life line.
 - Safety nets shall be provided when work places are more than 25' above the ground/floor or where other fall protection devices are impractical.
 - Positioning belts of the two D-ring type SHALL NOT be used for fall protection
11. Respiratory Protection shall be provided when the possibility of occupational diseases are present. Engineering controls shall be implemented to prevent exposure to employees, if engineering controls can't be utilized then, the employer shall provide other means of respiratory protection.
12. All employers shall develop, implement, and maintain a written hazardous communication program. Employees must be trained on chemicals they can be exposed to and be able to read and understand the Safety Data Sheet/Label.
13. All chemical materials used shall have an SDS (Safety Data Sheets) included with the Safety Submittal Package electrically and to be filed at the Flintco, LLC/Oakridge project office in a hard copy indexed, tabbed, in a binder.
14. All fuels stored in quantities greater than 25 gallons shall be stored at least 20ft from any storage building and have a fire extinguisher within 25 ft.
15. Only UL-approved metal fuel cans with flame arresters and self-closing pour spouts shall be allowed on site. Fuel cans shall not be stored inside the building, or inside trailers. Cans shall be brought inside the building only to fuel equipment and then removed immediately.
16. First aid cabinets are to be provided by each contractor in their work area. One employee for each contractor must have a First Aid/CPR Training Certification (Safety Submittal Package)
17. All vehicles on the construction site including the heavy equipment shall have a fire extinguisher in an accessible location.
18. Only "ABC" fire extinguishers are allowed on the construction site.
19. All equipment inside any building shall have an "ABC" rated fire extinguishers mounted in an accessible location.
20. Outside the buildings, gas-powered equipment, and diesel-powered equipment shall have an "ABC" rated fire extinguisher mounted in an accessible location within 25' during operation.

21. All "ABC" fire extinguishers shall be fully charged, inspected and tagged for service.
22. Other types of equipment shall have a fire extinguisher as mandated by OSHA/CAL-OSHA
23. Emergency procedures shall be followed. All emergency rally points will be covered in the site specific orientation and Emergency Action Plan.
24. Incident Notification
 - Employees must report all incidents to their supervisor immediately. Examples are recordable, lost time, first aid, near miss, property damage and any situation that requires emergency response or emergency rescue.
 - Supervisors must report all incidents to Flintco, LLC/Oakridge immediately
 - Sub-contractors/Flintco shall conduct an incident investigation after all incidents.
25. Clean up and housekeeping shall be top priority. This project shall be kept clean and orderly at all times. The work area SHALL be cleaned on a continuous basis; no debris or trash will be permitted.
26. All walkways, ramps, stairways, emergency exits, and access points to ladders shall be kept free of debris.
27. All laydown areas, parking lots, and temporary facilities shall be kept clean at all times.
28. All materials on the construction site shall be stored/staged on dunnage. Do not stack material in such a manner that the material could become unstable and topple.
29. There shall be a trash can by all water cans for cup disposal. Water cans must be kept clean at all times with tape around the lid with the current day's date hand written on the tape.
30. Keep all trash clear from electrical panels
31. Remove slip and trip hazards from the floor. Examples are trash, lumber, extension cords, conduit, pipe and pallets.
32. Impalement Protection
 - All reinforcing steel, grade pins, conduit, copper pipe, and all thread that an employee could fall onto or into (this includes horizontal steel) shall have a protective cap.
 - All protective caps must be in suitable condition and shall not be damaged.
 - Goal post protective caps must have a 2X4 placed on top for protection.
33. Remove all nails and screws from scrap lumber.
34. When lifting heavy or awkward material, get help or use a mechanical device such as a forklift, pallet jack, or team lift.
35. Always keep the walk area clear of debris when carrying material.
36. All ladders must be inspected daily or prior to use. Ladders that are found unserviceable shall be removed from service immediately.

37. All aluminum, metal type or wooden (other than job built per ANSI standard, ANSI A14.4 1992) ladders are prohibited. Ladders shall reach three feet above the landing for safe access. All ladders shall be positioned on a stable surface and secured to prevent displacement.
38. Ladders shall be placed in the work area so that the employee is able to face the ladder. Maintain a “three-point” contact with the ladder when ascending or descending
39. Never carrying tools or material while ascending or descending a ladder.
40. Job-made ladders may be utilized on the job-site. Job-made ladders shall be constructed as per the requirements in ANSI A14.4 1992 and have a walk-through handrail which extends three feet above the landing. Offset entrance or gate shall be provided as not to allow direct access to ladder.
41. Always choose the appropriate ladder for the work being performed.
42. Keep stairs free of tripping hazards
43. Metal stair pans must be filled or blocked before use. Unfilled metal stair pans SHALL NOT be used.
44. All scaffolding use must be erected, dismantled, moved, operated, and repaired under the supervision of a Competent Person.
45. All scaffolding and components must be inspected by a Competent Person.
46. All employees working on a scaffold must be trained by a qualified person on the recognition of hazards associated with scaffolds.
47. All scaffolding shall be placed on footing that is sound, ridged and capable of supporting the intended load without settling or displacement. Mud sills shall be used under all supporting legs of scaffold that is erected on the ground. All scaffolding shall be erected plumb and level under the supervision of a qualified competent person. All scaffolds must be erected per manufactures specifications. A qualified competent person shall conduct a documented inspection of all scaffolding prior to each use and tag the scaffolding in an appropriate manner that is visible for all workers to see
48. Guardrail requirements for scaffolding:
 - No guardrail is required when the work platforms are less than 4’ above the ground or floor.
 - When the work platforms are between 4’ and 6’ a guardrail is not required IF the work platform has a minimum horizontal dimension in each direction of at least 45”.
 - ALL work platforms 6’ or higher shall have a standard guardrail installed on all open sides and ends.
 - All supported scaffold poles, legs, frames and uprights shall bear on base plates that are positively secure to mudsills.
49. All scaffolding must be erected per the manufactures specifications
50. All hand and power tools shall be inspected daily prior to use. Tools shall be maintained in a safe condition (this includes employee furnished tools). Any tool which is not in compliance with any applicable requirement of this part is prohibited and shall be removed from service.
51. Guard(s) on tool(s) shall be in operating condition. Any tool that requires a manufactured guard or handle

shall not be removed from the tool. Tools shall not be altered or used in a manner that it is not intended for.

52. Power operated hand tools shall be of the double insulated type or comply with the grounding requirements in CFR 1926 subpart K.
53. All electrical extension cords and power tool cords shall be inspected before each use and the appropriate color taped on the male ends of the cord.
54. All hand held circular saws, table saws, and radial arm saws shall be locked by means of disconnecting the power source and the male end of the cord tagged or in plain view of the operator at all times while changing the saw blade.
55. Damaged or defective equipment shall not be used.
56. All pneumatic power tools and hoses shall be secured by a positive means at each connection.
57. All fuel operated power tools will be stopped and motors will not be running while refueling is in progress. A 10lb fire extinguisher must be within 5' of all fueling operations.
58. Employees operating Powder Actuated Tools must be trained and have their training certifications in their possession.
59. Saw horses or work benches shall be utilized to secure material prior to using hand held circular saws, grinders, band-saws, drills, and similar tools.
60. All electrical power tools and/or equipment shall be plugged into a GFCI (ground fault circuit protection), at the source of electrical power. All frayed and/or damaged electrical cords shall be removed from service and repaired. Cords & tools will have the current day's color code tape prior to use in accordance with the attached chart.
61. All portable generators including generator/welders used on the job-site shall have a GFCI that is an integral part of the generator. The GFCI shall function properly. The GFCI when tested shall trip between 3mA and the 7mA settings on a multi-range GFCI tester.
 - A weekly documented inspection of each generator shall be conducted to ensure the GFCI is functioning.
 - Any generator, in which the GFCI does not function, shall be tagged and removed from service immediately.
 - All generators shall have a unique identification number and the Contractor name in a visible location.
62. Electrical Panels and associated devices shall not be accessed by anyone with the exception of those authorized by the electrical contractor(s). Once one area of the job site is energized, all areas of the job site are considered energized. The electrical contractor(s) is responsible for the security of the electrical panels and associated devices to prevent access by unauthorized workers.
63. Only company vehicles, with company insurance shall be allowed on the construction site. The company's name and/or logo shall be visible from a distance of 25 feet away and shall be located on both sides of all company vehicles including heavy equipment.



64. Posted speed limit shall be adhered to at all times. 10 mph will be the site speed limit unless otherwise posted.
65. Sub-contractors on Flintco, LLC/Oakridge projects are responsible for providing drinking water for their personnel.
66. Excavation work shall be performed in accordance with OSHA/CAL-OSHA
67. Prior to any excavation, an excavation plan shall be included in the contractors Safety Submittal Package for review.
68. All soil shall be treated at Class C soil. Soils may be reclassified by a registered professional engineer. The reclassification must be documented and must be specific to a certain work area.
69. Flagging and/or suitable warning devices will be required around all trench and excavation work at least three (3) feet (this distance can be exceeded if site specific requires) from the edge of the excavation.
70. Spoil piles shall be put at least two (2) feet back from the edge of the excavation.
71. A safe means of access and egress shall be provided from excavations regardless of their depth at intervals that provide no more than 25 feet of lateral travel.
72. Excavations with vertical walls 6' or greater will present a fall hazard and workers shall be protected.
73. A qualified competent person shall be present anytime excavation work is performed.
74. All underground utilities shall be located prior to any excavation work occurring. The responsible contractor shall be notified to assist with this location. As-built drawings and utility locators shall be used to locate all underground utilities. Contractors working around overhead utility lines shall ensure that all equipment, materials, and personnel are at least 10 feet from the overhead lines.
75. All employees shall OBEY all posted safety signs and flagging.
76. Flag, barricade, or sign areas to keep employees from exposures to potentially hazardous work conditions. Supervisors contact information to be posted at the flagged, barricaded or other controlled/limited access areas.
77. Contractors or employees shall not remove or bypass any barricades, barriers or other protective devices from tools, equipment, or hazardous locations. All deficiencies shall be reported immediately to the supervisor.
78. Seatbelts shall be worn at all times in vehicles including heavy equipment operated within the limits of construction. All heavy equipment shall have ROPS (roll over protection), and seatbelts. Mules, gators or golf type carts shall have ROPS (roll over protection) and seatbelts for operator and all passengers.
79. All vehicles on the construction site including heavy equipment shall have a fire extinguisher in an accessible location.
80. No one shall ride in a vehicle or mobile equipment unless they are on a seat. Exceptions: Scissors and Boom Lifts. Riding in the back of pick-ups shall not be allowed.

81. Accessories to all mobile equipment (blades, bucket, stringer bits, etc.) when parked shall be lowered in the down position with ignition keys removed from switch.
82. All equipment including: cranes, forklifts, skid steer loaders etc. shall have a reverse signal/back-up alarm audible above surrounding back ground noise.
83. All employees who operate equipment shall be educated in the safe operation of that equipment; documentation of this training shall be maintained on file each contractor's safety records and included in the contractors Safety Submittal Package. Only trained employees shall be allowed to operate that piece of equipment. When mounting or dismounting equipment, employees shall maintain three points contact.
84. Each fuel storage tank brought onto the construction site shall be provided with its own secondary containment unit. All fuel tanks shall be grounded in accordance with NFPA requirements.
85. All fuel secondary containment will be pumped out after any rain.
86. The following requirements shall be followed for all cranes entering the construction areas, all crane documentation is to be included in the Safety Submittal package: (see [safety submittal checklist](#)) 29CFR 1926.1400 – Crane and Derrick Standard
 - All cranes operating on the job-site shall be equipped with a functioning “Anti-Two Block” device and a functioning load moment indicator.
 - The operator shall know the weight of every suspended load, regardless of the size.
 - Stable cribbing shall be used for all lifts with outriggers.
 - Outriggers will be fully extended.
 - All crane operators shall be qualified prior to operating any crane on the job-site. When required by law a copy of the operator's license shall be presented to Flintco, LLC/Oakridge Area Safety Manager included in the Safety Submittal Package.
 - An up-to-date resume detailing the operator's qualifications (i.e., years of experience, previous jobs worked, etc.) shall be maintained in the Contractor's safety files before any operator is allowed to operate a crane on the construction site, the Contractor shall have
 - the operator perform a functional operation appraisal to ensure the operator is qualified. This shall be documented and on file in the Contractor's safety files, including annual inspection.
 - Prior to any lift, all contractors shall provide a lift plan included in the Safety Submittal Package prior to work commencing.
 - Critical lifts, (i.e. blind lift, lift at or exceeding 75% of the cranes capacity or tandem crane lifts or any other non-routine lift), shall have lift plan that is reviewed by the Flintco, LLC/Oakridge Area Safety Manager and the Project Superintendent prior to the execution of the lift.
 - Taglines shall be used on all suspended loads to stabilize the load. Employees shall not use their hands to stabilize the load. All taglines shall be of a continuous length, which are free of knots or other items.
87. Persons working in any aerial boom-type lifts shall be tied off, at all times, to manufacturers provided anchor point.
 - Prior to any aerial lift work, a fall protection and rescue plan shall be included in the contractors Safety Submittal Package for review.
 - Documentation shall be provided of worker training and shall be included in the contractors

Safety Submittal Package.

- Workers shall be connected with PFAS (personal fall arrest system) to the manufacturers engineered anchor point.
 - PFAS (personal fall arrest system) shall be rigged such that a worker can neither free fall more than 6' or contact any lower level, one of three methods:
 - Use of a tether anchored to the manufacturers engineered anchor point as fall restraint.
 - Use of a positioning hooks connected to the manufacturers engineered anchor point as fall restraint.
 - Use of a lanyard connected to the manufacturers engineered anchor point as fall arrest.
 - After the working height has been obtained, shut off all lift motors until ready to relocate.
 - Fire extinguishers, fully charged, inspected and tagged shall be installed in an accessible location in the aerial lift basket.
 - Housekeeping shall be done continuously, employees shall not be allowed to work in lifts cluttered and disorganized.
 - All aerial lifts shall have a unique identification number and the Contractor name posted in a visible location.
 - All aerial lifts shall be operated on a level-working surface. The working surface shall be capable of supporting the weight of the lift without the tires sinking into the surface.
 - No tools or materials shall be suspended from the outside of the aerial lift basket. Only approved manufacturer's attachments shall be used.
- 88.** Only Company vehicles, with company logos, shall be allowed on the construction site. The company's name and/or logo shall be visible from a distance of 25' and shall be located on both sides of the vehicle.
- 89.** As described in each Contractor's Safety Program work permits shall be utilized for those work activities that specifically require them. (Examples are confined space, electrical hot work, welding, painting, work where underground utilities are present, etc.). The use of torches shall not be permitted on formwork/false work at any time. The attached [hot work permit](#) shall be filled out prior to any hot work activity.
- 90.** Lockout and tagging disconnects, circuit breakers and supply valves as well as energy isolating devices shall be used.
- 91.** Any work creating a spark or using a flame is considered to be "Hot Work" and will require a permit provided by Flintco, LLC/Oakridge and signed off by contractors Site Safety Representative or Superintendent. A fire watch shall be stationed to provide coverage for each welding, cutting, and other hot work operations. A fire watch may cover multiple operations with a 100-foot radius of them. In order for a fire watch to cover multiple operations, they shall have a clear line of sight to each operation and an unobstructed pathway to each operation.
- 92.** There will be no smoking/tobacco products, eating or drinking (with the exception of water) in the building after the installation of finished products begins. The initiation of this policy will be at the discretion of Flintco, LLC/Oakridge. All breaks will be taken in designated locations only.
- 93.** All employees shall conduct themselves in a worker like manner at all times. Any harassment of other personnel, horseplay/fighting or disruptive activities of any kind shall result in immediate dismissal/removal from the job site.
- 94.** No one shall knowingly be permitted to work while their ability or alertness is so impaired by fatigue,

illness, or other cause that they may expose the individual or others to injury.

95. Workers shall report unsafe conditions to their supervisors immediately. No worker shall be required or knowingly be permitted to work in an unsafe place, unless for the purpose of correcting the hazard and then only after all safety precautions have been implemented.
96. New employees shall be given safety orientation education and awareness training by their supervisors and/or the Safety Representatives before they start work. This orientation shall apply to general instructions regarding safety rules of the project. A signed employee acknowledgement of such training will be maintained in the contractor's safety files. The Contractor shall conduct all orientations for their lower-tier Subcontractors. See attached Orientation Acknowledgement.
97. Any person or persons on the jobsite must have either completed the employee orientation program or have filled out a Flintco, LLC/Oakridge [visitor release form](#). In either case, the documentation must be in the Flintco, LLC/Oakridge construction office prior to the person entering the jobsite and must be accompanied by a member of that contractor's firm.
98. Concrete trucks shall have the chute in the raised and locked position while traveling on the job-site.
99. Trailers - no one will be allowed to move a trailer or any other device for living on site unless written approval has been obtained from Flintco, LLC/Oakridge.
100. Glass containers of any kind shall not be brought onto the construction site.
101. All arrivals of trailers, storage containers, and large deliveries must be coordinated with Flintco, LLC/Oakridge at least 3 days in advance. The adjacent streets around the jobsite shall not be blocked at any time without approved signage and certified flagmen in place.
102. Project drug and substance abuse policy
 - The use, possession, sale, transfer, acceptance, or purchase of illegal drugs at any time is strictly prohibited. The use, possession of an open container, personal sale, transfer, or acceptance of alcohol on the property or while performing business on a Flintco/Oakridge jobsite is strictly prohibited. Any violation of this policy will be grounds for immediate termination and may result in a report to the appropriate law enforcement authorities.
 - No prescription drug shall be used by any person, other than to whom it was prescribed. Such substances or non-prescription (over the counter) must be used only as prescribed or indicated.
 - A "drug-free" workplace plan shall be established which describes the contractor's commitment to achieving a drug-free workplace as outlined above. Prior to beginning any work activities on site, each contractor shall provide a copy of their "drug-free" plan.
103. Zero Tolerance for the following activities:
 1. Violence or the threat of violence
 2. Theft
 3. Drug and alcohol (possession or under the influence) as per company substance-free workplace policy
 4. Possession of firearms or weapons (as outlined in company firearms policy)
 5. Exposure to falls
 6. Climbing X braces on scaffolding



7. Surfing scaffolding
8. Climbing steel columns
9. Working under suspended loads
10. Disabling safety devices or guards
11. Failure to use Lock-Out, Tag-Out
12. Performing Hot Work without a permit, fire watch or fire suppression
13. Performing work in a Permit-required Confined Space without permit
14. Failure to report injuries immediately to supervisor
15. Operating equipment or erecting scaffolding within 10' of power lines
16. Violations, not specifically identified, are at the discretion of Flintco, LLC/Oakridge

CELL PHONE USAGE

The use of personal cell phones/personal electronic devices while at work presents a hazard and/or distraction to the user and/or co-employees. This policy is meant to ensure that cell phone/personal electronic device use while at work is both safe and does not disrupt business operations.

Therefore, personal cell phones/personal electronic devices are not allowed on any Flintco, LLC/Oakridge jobsite except as described:

Employees of Flintco, LLC/Oakridge on-site project staff is authorized to carry cell phones in accordance with policy below.

Employees of Subcontractors/Suppliers: Any employee that the Subcontractor/Supplier deems necessary to conduct business operations must get written permission from a member of the Flintco, LLC/Oakridge staff prior to use of cell phone on project site. They must then use the cell phone in accordance with policy below.

Cell Phone/Personal Electronic Devices Policy:

Use of cell phones/personal electronic devices is permissible during work hours for company business only. Personal use of cell phones/electronic devices is only permitted during breaks and at lunch time and in designated areas. Before accepting an incoming or making an outgoing call, make sure that such activity will not compromise safety. When operating equipment, driving a vehicle on the jobsite or while performing any jobsite activity that a distraction may cause a potential safety threat, let all incoming calls go unanswered and texting is prohibited. You then may return the call when you have stopped the equipment, pulled the vehicle to a safe area or put yourself and those around you in a safe environment before returning the call.

Violating this policy will result in disciplinary action up to and including removal or termination. Please contact your immediate supervisor should you have any questions or concerns.

Construction Safety Requirements (Chapter 13) Acknowledgement

I hereby attest by my signature that I have read and understand these Construction Safety Requirements and Site Policies, and I will abide by them. I also understand that at the discretion of Flintco, LLC/Oakridge, there may be site specific amendments or modifications to the Safety Requirements/Site Policies at any time.

Name of Company: _____

Date: _____ Signature: _____

Project Superintendent

Project Superintendent (printed name)

Date: _____ Signature: _____

Project Manager

Project Manager (printed name)

Date: _____ Signature: _____

Lead Safety Representative

Lead Safety Representative (printed name)

COMPETENT PERSON IDENTIFICATION

Each subcontractor shall designate an employee(s) as a Competent Person(s). The qualifications for competent persons are identified in various Subparts of OSHA.

NOTE: Certain subparts have interpretations as to the qualifications and training required to be designated as a competent person (i.e. Subpart P – Excavations: Subpart L – Scaffolding: etc.)

_____ is hereby designated as Competent Person for _____
(Name) (Company Name)

on the Flintco, LLC//Oakridge _____
(Project Name)

_____ has proven capable of identifying existing and predictable hazards and
(Name)
has direct authority to take corrective measures in eliminating them.

Sincerely,

Name _____

Title _____

Company _____

Date _____

SAFETY REPRESENTATIVE IDENTIFICATION

Pursuant to the requirements of Chapter 13 of the Flintco Safety Manual, each subcontractor shall designate a safety representative to oversee the subcontractor's environmental, safety and health activities.

_____ is hereby designated as Safety Representative at the Flintco,
LLC/Oakridge
(Name)

(Project Name)

_____ has the education and/or experience to perform the tasks as outlined in
(Name)
the section titled "Safety Representative Credentials" of Chapter 13 of the Flintco, LLC/Oakridge Safety Manual and employs the following credentials.

The safety representative shall be present on site during all subcontractor work activities. The subcontractor shall identify an alternate safety representative in the event the primary safety representative is absent from the project.

Sincerely,

Name _____

Title _____

Company _____

Date _____