



## **CONTRACTORS PROJECT RULES AND REGULATIONS**

In order to set up and complete a good project, certain rules and regulations must be established. For our mutual benefit, all Subcontractors and their employees are expected to become familiar with these rules and regulations of this project.

### **PARKING FACILITIES AND ACCESS TO OWNER'S FACILITIES**

Cars will be parked in the area specified (if available) for construction personnel. Employees will enter the project at all times through the designated gate only and proceed to the project site by the directed route with no deviations or short cuts. Unless authorized by Project Manager, Owner's facilities are off limits to all construction personnel.

### **CONDUCT ON THE PROJECT**

Good conduct on the project is essential to the common good of all Subcontractors and their employees and the daily progress of the project. Therefore, conduct including but not limited to the following violations, will subject Subcontractor's employees to appropriate disciplinary action, including termination of individual from project:

- Theft of company or employee's property.
- Smoking in restricted areas.
- Possession, use or being under the influence of illegally controlled substances (drugs) or intoxicants (liquor) on company or project property.
- Damaging or mutilating company materials, tools or equipment.
- Engaging in horseplay.
- Gambling
- Fighting on premises.
- Failure to use or wear safety equipment (i.e., hard hats and safety glasses).
- Failure to observe safety, sanitary and medical rules and practices.
- Possession and/or display of firearms.
- Possession or use of radios and other personal entertainment devices, such as tape players, I-Pods, MP3 players or TV's, etc.

### **HOUSEKEEPING**

Good housekeeping is essential to the safe and efficient construction of the project and is the responsibility of each employee. Stairways, walkways and change rooms shall be kept clean of obstructions, scrap pipe and lumber, welding rods, rags and other debris at all times. No burnable materials will be stored adjacent to open flames or welding operations unless proper fire prevention precautions are established.

### **SAFETY RULES**

The safety rules established by Industrial Electric Co. are an integral part of these rules and regulations and will be observed and followed by all employees. All Subcontractor's personnel shall be required to wear hard hats and safety glasses while on project regardless of reason for being on site. Subcontractor has included in his bid all costs to abide by Industrial Electric Co., OSHA, MIOSHA & the Owner Safety Policies.

It is the opinion of Industrial Electric Co. that the observance of these rules and regulations be all inclusive and there may be additions, deletions and revisions at appropriate times