

POLICY

E & B Oilfield Services, Inc. has implemented this safety program to ensure the protection of personnel from hazards on the job which may be safeguarded against by the proper use of Personal Protective Equipment (PPE).

Danny Abegglen is the supervisor responsible for ensuring the following work practices are enforced.

PPE will be provided at no cost for all work required by E & B Oilfield Services, Inc. and employees are required by company policy to use only proper company PPE at all times when required on the job or on company property. Failure to use PPE will result in disciplinary action against the violating employee.

- Danny Abegglen will ensure that if employee-owned PPE is used, E & B Oilfield Services, Inc. is responsible that it will be adequate for the application, properly maintained, and kept in sanitary condition
- PPE will be issued and fitted to each affected employee individually. Employees must demonstrate proficiency in donning and doffing equipment, and proper techniques of cleaning and maintaining their respective equipment
- Defective or damaged PPE will NOT be used. Defective or damaged PPE will be immediately tagged "OUT OF SERVICE", removed from service, and replaced with serviceable equipment. PPE will be inspected by the individual employee at the beginning of each work shift
- PPE must be used, stored, and maintained in a sanitary condition. All PPE must be cleaned and/or disinfected and stored according to manufacturer's recommendations

TRAINING

Danny Abegglen will ensure all employees are properly trained in the recognition and assessment of hazards, the proper selection and use of PPE required for the hazard and how to control the hazards.

PPE training will include when it is necessary; what is necessary; how to don, doff, adjust, and wear PPE; the limitations, proper care, maintenance, useful life and disposal of PPE.

Retraining of employees is required when the workplace changes, making the earlier training obsolete; the type PPE changes; or when the employee demonstrates lack of use, improper use, or insufficient skill or understanding.

Employees will be trained on initial hiring to use, maintain, clean and disinfect, store, and service PPE properly. Employees will receive refresher training on PPE at least annually, or as work requirements, changing job assignments, changing equipment, or environment warrants it. Any employee who demonstrates a lack of knowledge or understanding of any aspect of PPE use or maintenance will be re-trained. An employee must verify his/her understanding of training content as a condition of employment.

All training will be documented and will include the employee name, the dates of training, and the certification subject.

HAZARD ASSESSMENT

Danny Abegglen will perform a hazard assessment of each jobsite prior to commencement of work to ascertain if hazards are present or likely to be encountered, what engineering controls may be implemented to minimize hazards, and what PPE is necessary for the performance of the job. The hazard assessment will include the certifier's name, signature, date(s), and identification of assessment documents. Affected employees will be notified of hazards, engineering controls needed, and PPE required.

GENERAL REQUIREMENTS

PPE devices should be relied on as the final protection against hazards, used in conjunction with guards, engineering controls, and sound manufacturing practices. It is necessary to consider certain general guidelines for assessing the foot, head, eye and face, and hand hazard situations that exist in an occupational operation or process, and to match the protective devices to the particular hazard. It is the responsibility of Danny Abegglen to exercise common sense and appropriate expertise to accomplish these tasks.

After completion of a Hazard Identification and Risk Assessment, the general procedure for selection of protective equipment is to:

- Become familiar with the potential hazards and the type of protective equipment that is available, and what it can do; i.e., splash protection, impact protection, etc.
- Compare the hazards associated with the environment; i.e., impact velocities, masses, projectile shape, radiation intensities, with the capabilities of the available protective equipment
- Select the protective equipment which ensures a level of protection greater than the minimum required to protect employees from the hazards
- Fit the user with the protective device and give instructions on care and use of the PPE. It is very important that end users be made aware of all warning labels for and limitations of their PPE

PERSONAL WORK CLOTHING

The minimum work clothing acceptable is long pants, good work shoes or boots, and a shirt that completely covers the worker's shoulders (minimum 4-inch sleeves) and provides adequate protection against such hazards as concrete splash, abrasions to the skin, oil or grease spills, and slag from welding or cutting.

Welders should be cautioned against wearing any type of highly flammable clothing, such as polyesters, double-knits, etc. Wool and specially treated cotton are two natural fibers that are fire-resistant and comfortable. Heat-resistant material, such as leather, is used to protect against dry heat, flames, and molten material. Fire-resistant clothing also protects from high workplace temperature and electrical operations.

For the most part, construction workers should wear clothing that is reasonably snug, particularly about the neck, wrists, and ankles. Employees shall not wear loose clothing, rings, watches, necklaces or long hair, all of which may catch in power driven equipment.

Rubber and rubberized fabrics, neoprene, and plastics protect against some acids and chemicals. Disposable chemical suits are used to protect against dusty materials and materials that splash. For materials that have are extremely toxic, a fully encapsulated suit may be necessary.

Arc rated clothing shall be worn during work activities that have been identified to present an arc flash potential. The clothing will be rated for the arc flash potential of the task. Such clothing may include long sleeved FR shirts, FR pants, face shield, and appropriate class rubber gloves. The employee shall not wear synthetic fiber clothing under Fire Resistant clothing. Refer to the Electrical Safety and Arc Flash policy for clothing required for arc flash potential posed by the task and equipment.

EYE AND FACE PROTECTION

To prevent possible eye and face injuries suitable eye protection shall be worn. Potential eye and face injuries occur from flying objects, liquid chemicals, acids or caustic liquids, molten metal, chemical gases or vapors, and light radiation. Eye protection shall provide adequate protection, be reasonably comfortable, fit snugly, be durable, capable of being disinfected and cleaned, kept sanitary and in good repair. When selecting eye and face protection consider what kind and degree of hazard is present.

Eye or face protection shall comply with American National Standards Institute (ANSI) Z87.1. If you have questions about eye or face protection ask your supervisor or refer to the manufacture instructions.

FOOT AND LEG PROTECTION

Most foot injuries occur from employees not wearing protective footwear. The typical foot injury is caused from objects falling fewer than 4 feet. For protection from falling or rolling objects, sharp objects, molten metal, hot surfaces, and slippery surfaces, employees shall use appropriate foot guards, steel toe safety shoes, steel toe safety boots, metatarsal guards and leggings. Leggings protect the lower leg and feet from molten metal and welding sparks.

Leather work shoes/boots are required and safety shoes are recommended for use by all employees. Safety shoes should be sturdy, have an impact resistant toe, and have puncture resistant soles. Protective footwear shall comply with ANSI Z41-1991.

When working with wet concrete, workers shall wear rubber boots.

Shoes and boots shall be kept in good repair, and those with worn heels of thin or worn soles should not be permitted. In addition, the wearing of sneakers, sandals, or shoes that have been slit or have holes cut in them, shall not be permitted.

HAND AND ARM PROTECTION

Arm and hand protection is used to prevent skin contact and absorption with potentially harmful materials, to prevent burns, and electrical shock. Where needed, workers should wear work gloves in good condition, which are suited to the type of work involved. Some of the factors taken into account when gloves were selected are the toxic properties of chemicals handled by employees, the degree of dexterity required, duration, frequency, degree of exposure to the hazards, and physical stress that will be applied. The company relies on the manufacturers' standard test procedures for hand and arm protection performance characteristics. Refer to Attachment C for guidelines for glove selection.

Employees who are required to operate or work around drill presses, power saws, and similar rotating machinery shall not wear gloves.

Special type gloves such as neoprene or rubber to handle chemicals shall be issued to those employees who have a need for them. Welders shall wear gloves during settling operations.

HEAD PROTECTION (HARD HATS)

Employees shall wear protective helmets when working in areas where there is a potential for injury to the head from falling objects. Protective helmets designed to reduce electrical shock hazard shall be worn by each such affected employee when near exposed electrical conductors which could contact the head.

All employees that wear company issued hard hats shall wear them at all times when working on construction projects or areas of an existing facility, which has been designated as a "Hard Hat Area." This includes visitors, subcontractors, engineers, inspectors, and anyone else who has authorization to be on the project site.

Head protection shall be worn properly with the brim in front. Hard hats which have been altered by drilling or cutting will not be permitted, nor will those hats which have been altered by the addition of any items on the outside of the hat other than safety, or site stickers. When it is necessary to use additional personal protective equipment, which shall be attached to the hard hat, only those hard hats designed for this purpose may be used.

Protective hard hats shall meet ANSI requirements Personal Protection-Protective Headgear for Industrial Workers Z89.1-1986. Electrical workers shall wear hard hats that are rated for the voltage of the equipment where work is being performed.

RESPIRATORY PROTECTION

Company issued respiratory protective devices, appropriate for the hazard, shall be used where airborne contaminants, such as fibers, dust, smoke, vapors, and mists exist and may exceed acceptable levels. Respiratory protective devices will be used in accordance with NIOSH requirements.

HEARING PROTECTION

Hearing protection shall be worn in areas that exceed 85 dBA. Refer to 28, Occupational Noise Exposure Program.

FULL BODY HARNESS AND LANYARDS

Harnesses with lanyards in use, shall be worn by all employees who are working at elevated levels which are not protected by standard handrails, or when working from suspended scaffolds. Employees are required to wear and use full body harnesses to protect them from falling when they are exposed to falls from heights of six feet or more. If they are working on powered platforms or over machinery, moving equipment or objects posing an impalement hazard, or in the case of entering a confined space, with an attended lifeline, 100% full protection is required. This might include the need for two lanyards per belt. All harnesses and lanyards shall be inspected and each inspection documented with the harness serial number. Inspections shall be performed by supervision. Quick release belts shall only be used when working over bodies of water. Lanyards shall have locking snaps that require two actions to open. Refer to the Fall Protection Program for complete requirements.

FLOTATION VESTS

US Coast Guard approved flotation vests shall be worn by all employees when working on barges, floating pipelines or plants, or on structures extending over water, that are not protected by adequate standard handrails. In addition, any employee who is working over the side of a vessel or structure, which is extended over water, or, in any area where a drowning hazard exists, shall wear an approved flotation vest.

TRAFFIC VESTS

Employees shall wear, as a minimum, an ANSI Class II fluorescent orange or lime traffic safety vest when working within 15 feet of a roadway or in a parking lot. Vests shall also be used when directing traffic on a construction site.

