Anderson Technical Solutions, LLC

Safety Policy

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ATS

in association with:
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Safety Policy Overview

It is our policy to provide a work environment that is inherently safe -- free from conditions that are unsanitary, hazardous, or dangerous to the health and safety of our personnel and the technicians with whom we work. Prior to performing work, the technician will make itself aware of all the applicable safety standards and this Safety Policy to provide general safety guidance. technicians are independent contractors, and each is solely responsible for the proper, professional and safe execution of the means, methods and details of all work.

Accident prevention demands a commitment to safety from all our technicians. Technicians will have knowledge of proper work methods; the use of personal protective equipment; and the proper use of tools and equipment. Competent lead technicians will, on an on-going basis, review work procedures and adherence to safety standards and immediately address areas in which deficiencies are found.

Defective tools and equipment will be immediately taken out of service.

Only those qualified by training or experience may operate machinery and equipment.

Safety huddles will be conducted on a regular basis to address safety issues appropriate to the work at hand. During these meetings, technicians are encouraged to raise any safety related question or concern. It is appropriate on multi-contractor job sites that safety meetings, depending on the circumstances, focus on the hazards created by other contractors and how those hazards may impact on the subcontractor's personnel.

This Safety Policy is not a complete safety program, but it does address broad safety issues that are often found on the job site.

Safety Commitment

Technicians have a number of tasks and responsibilities that must be accomplished day in and day out. In addition to directing their actual work activities and ensuring that quality results are achieved in a time efficient and cost effective manner and work in an environment that is not unsanitary, hazardous, or dangerous. Technicians must be able to recognize and avoid unsafe job site conditions.

Competent person(s) who, by virtue of training or experience, have the ability to recognize unsafe working conditions have the authority to stop work should unsafe conditions not be immediately rectified.

Through pre-project planning, scheduled safety meetings, hazard assessment, application of safety policies and procedures and compliance with appropriate standards, subcontractors will ensure that employees understand potential safety hazards and effectively eliminate them.

Technicians will make frequent and regular inspections of the job sites, materials, and equipment.

Machinery, tools, material, or equipment that is not in compliance with a particular OSHA standard or that is determined unsafe by the subcontractor will be identified as such by tagging; locking the controls; or physically removing it from its place of operation.

Safety Considerations

Technicians should have a working knowledge of the following topics and ensure that their employees follow these rules and guidelines to maintain an overall safe work experience.

Housekeeping

Technicians are to maintain a neat and orderly work area *as far as practical*. Housekeeping and general cleanliness have a direct effect on safety and health. Proper housekeeping can prevent slips and falls, allow unhampered egress in the event of an emergency, prevent falling object injuries, enhance fire safety, and prevent the infestation of vermin. Below listed are general housekeeping rules:

a. All walking/working surfaces will be kept clean and dry.
b. Debris will not be allowed to accumulate.
c. Stored materials will be neatly stacked at the job site.
d. Containers, when not in use, will be sealed.
e. Objects will not be left unattended on stairways.
f. Entrances and exits will be properly marked and not blocked.

Emergency Medical Response

DO NOT PROVIDE ANY MEDICAL ASSISTANCE FOR WHICH YOU ARE NOT QUALIFIED BY CERTIFIED TRAINING

Should an injury occur that requires an emergency medical responder, the below listed actions will be taken in order given:

a. Call the emergency response number posted on the job site.
b. Provide any medical assistance you are trained and certified to do. Do not provide any medical assistance you are not trained to do.
c. Designate an individual to direct the emergency responders to the injured party and provide Safety Data Sheets, or SDS, if applicable.
d. Notify the competent person who, in turn, will notify the office.

Fire Prevention

Fire prevention deals not with handling a fire emergency, but rather preventing a fire in the first place. To reduce the likelihood of fire, subcontractors will ensure their employees adhere to the following rules:

a. Smoking is allowed only in designated areas and smoking materials will be totally extinguished and placed in appropriate receptacles.
b. Chemical products will be handled and stored in accordance with the procedures noted on their individual SDS.
c. Heat producing equipment will be properly maintained and operated per the manufacturer's instructions to prevent accidental ignition of combustible materials.
d. Precautions will be taken when working with an open flame and those areas will be made fire safe by removing or protecting combustibles from ignition.
e. Combustible liquids must be stored in approved containers.

f. Chemical spills -- particularly combustible and reactive liquids -- must be cleaned up immediately. Damaged chemical containers and cleanup materials must be properly disposed.

Note: Exercise care! Information relating to appropriate personal protective equipment; proper disposal; proper cleanup procedures; required ventilation; etc. is found on the product's SDS.

g. Combustible liquids and trash must be segregated and kept from ignition sources.

h. Keep clear access to portable fire extinguishers as well as fire hydrants.

i. The subcontractor or competent person will notify all personnel of any unusual fire hazard conditions existing on a job site.

Portable Fire Extinguishers

Subcontractors must ascertain that portable fire extinguishers are readily available and easily accessible. Their employees must know what class of fire extinguisher is appropriate for what type of fire and how to inspect and use appropriate fire extinguishers.

Portable fire extinguishers will be distributed as indicated below:

Class	Distribution	Notes
A "A" on a green triangle	75 feet or less travel distance between the employee and the extinguisher	For use on wood, paper, trash, etc.
B "B" on a red square	50 feet or less travel distance between hazard area and the extinguisher	For use on flammable liquid, gas, etc.
C "C" on a blue circle	Based on the appropriate pattern for the existing Class A or Class B hazards	For use on electrical fires
D "D" on a yellow star	75 feet or less travel distance between the combustible metal working area and the extinguisher or other containers or Class D extinguishing agent	For use on combustible metals

Using the wrong fire extinguisher on some fires can actually spread the fire.

Portable fire extinguishers suitable for ABC class fires will be available on

all job sites -- at least one extinguisher will be on each floor of a project near the stairway.

Fire Protection

The phone number of the local fire department as well as the job site address will be posted or readily accessible. If a fire should occur, all personnel and the local fire department will be notified. In all emergency situations, personnel should:

a. Remain calm.

b. Speak clearly and slowly.

c. Give the exact location.

d. Describe the situation.

e. Give the phone number from where you are calling.

f. Do not hang up until told to do so.

First Aid & First Aid Kits

Should a medical emergency occur, call 911 or, if 911 service is not available, call the emergency medical response phone number posted at the job site. Explain the situation clearly and follow the emergency response team's instructions.

If an emergency vehicle is being sent to the job site, establish easy access and keep on-lookers away.

Unless trained and licensed in CPR/first aid and a designated first aid provider as an additional job as part of the company bloodborne pathogen program, employees will not expose themselves to blood or other bodily fluids of other employees at any time.

Per OSHA, first aid is limited to:

a. Using a non-prescription medication, such as aspirin, at non-prescription strength.
b. Cleaning, flushing or soaking wounds on the surface of the skin;
c. Using wound coverings such as bandages, Band-Aids™, gauze pads, etc.; or using butterfly bandages or Steri-Strips™.
d. Using hot or cold therapy.
e. Using any non-rigid means of support, such as elastic bandages, wraps, non-rigid back belts, etc.
f. Using temporary immobilization devices while transporting an accident victim (e.g., splints, slings, neck collars, back boards, etc.).
g. Drilling of a fingernail or toenail to relieve pressure or draining fluid from a blister.
h. Using eye patches.
i. Removing foreign bodies from the eye using only irrigation or a cotton swab.
j. Removing splinters or foreign material from areas other than the eye by irrigation, tweezers, cotton swabs or other simple means.
k. Using finger guards.
l. Using massages.
m. Drinking fluids for relief of heat stress.

You must know the location and contents of first aid kits. These kits are worthless if not readily accessible. First aid kits will **not** be locked up.

First aid supplies generally include: adhesive bandages, bandage compresses, scissors, tweezers, triangular bandages, antiseptic soap or pads, eye dressing, and other items that are appropriate for the work we do.

The subcontractor's First Aid kits will be replenished as items are used. Sterile items will be wrapped and sealed and used only once. Other items such as tape or scissors can be reused and should be kept clean. In the absence of plentiful amounts of clean water, eye flush will be available.

Fluids

From a safety standpoint, you must not neglect your need for potable (drinkable) fluids.

On job sites, exertion and heat dictate the need for plenty of water.

From a life process standpoint, what fluid intake is doing is keeping you healthy by allowing your body to maintain its core body temperature at its appropriate level as well as transporting, within your body, nourishment, gases, and waste.

Imagine your body as a water based chemical factory that functions only within a narrow temperature range. Sweating (water loss) cools your body and this fluid must be replaced.

Drink plenty of water!

Disposable cups must be available and accessible.

Lifting, Pushing & Pulling

Back injuries are often caused by the obvious -- lifting an object that is too heavy or by putting excessive strain on the lower back while bending, twisting or lifting.

However, lifting injuries are also caused by less obvious reasons:

a. poor physical condition
b. poor posture
c. poor judgment (lifting, pulling, pushing an object that is obviously too heavy or awkward without seeking assistance or using a mechanical lifting device.)
d. lacking exercise
e. excessive body weight

Proper lifting techniques are important for employee safety. Employees should:

a. lift objects comfortably.
b. lift, push, and pull with their legs, not their arms or back.
c. when changing direction while moving an object, turn with their feet, not twist at the waist.
d. avoid lifting higher than their shoulder height.
e. when standing while lifting, they should stand straight.
f. when walking, maintain an erect posture, and wear slip-resistant, supportive shoes.
g. when carrying heavy objects, carry them close to their body and use both hands.
h. when lifting heavy or bulky objects, obtain help or use a mechanical aid such as a dolly, hand truck, forklift, etc.
i. when stepping down from a height of more than eight inches, step down backwards, not forward.
j. handling heavy objects close to their body, avoid reaching out.
k. lift gradually and smoothly and avoid jerky motions.
l. maintain a clear line of vision.

Slips, Trips, & Falls

Slips, trips, and falls are among the most common job site accidents. Below are some of the causes of slips, trips, and falls:

a. running on the job site.
b. engaging in horseplay.
c. working off a ladder that is not firmly positioned.
d. carrying an object that blocks line of vision.
e. work boots not laced or buckled.
f. working off a scaffold without safety rails.
g. using ladders that have oil and grease on the rungs.
h. not using hand rail on steps.
i. messy work areas with debris strewn about.
j. not paying attention to what one is doing.

Technicians who observe the above types of work behavior will address the issues immediately to prevent injury.

Ladders

During routine job site inspections, subcontractors should be constantly vigilant for violations of the below ladder safety rules and take immediate corrective action to ensure safety.

a. A stairway or a ladder will be provided at all personnel points of access where there is a break in elevation of 19 inches or more.
b. Ladders will never be overloaded.
c. Ladder rungs, cleats, and steps must be parallel, level, and uniformly spaced when a ladder is in position for use.
d. Ladders will not be tied or fastened together unless they are so designed.
e Portable ladders used for gaining access to an upper level will extend at least 3 feet above the upper landing surface or the ladder will be secured at its top.
f. Ladders must be free of oil, grease, or other slipping hazards.
g. Ladders must be used for the purpose for which they were designed.
h. Non self-supporting ladders will be used at an angle that the horizontal distance from the top support to the foot of the ladder is approximately ¼ of the working length of the ladder.
i. Ladders will only be used on stable and level surfaces unless secured to prevent displacement.
j. Ladders will not be used on slippery surfaces unless secured or provided with slip-resistant feet to prevent accidental displacement.
k. Ladders placed in any location where they can be displaced by job site activities or traffic will be secured to prevent accidental displacement, or a barricade will be used to keep the activities or traffic away from the ladder.
l. The area around the top and bottom of the ladder will be kept clear.

m. Ladders will not be moved, shifted, or extended while occupied.
n. The top step of a stepladder will not be used as a step.
o. Portable ladders with structural defects will be immediately marked in a manner that readily identifies them as defective and removed from service.
p. When ascending or descending a ladder, one must face the ladder.
q. Technicians must use at least one hand to grasp the ladder when progressing up and/or down the ladder.
r. Technicians are not to carry any object or load that could cause loss of balance and a resultant fall.

Basic Tools

Technicians, will ensure adherance to the below basic tool guidelines:

a. Tools must be used for the purpose for which they were designed.
b. Tool design limits must not be exceeded.
c. Tools will be inspected before use.
d. Tools will be cleaned after use.
e. Tools will be stored properly.

Powered Tools

Technicians will ensure that powered tools [electric, gas, pneumatic, and powder (explosive)] are operated by employees authorized to do so and that authorization will be granted only after they have demonstrated their ability to safely operate these items through training or experience.

Personal Protective Equipment

Technicians will perform a hazard assessment to determine what types of personal protective equipment (PPE) are appropriate for the work at hand. The elimination of hazards through the use of feasible engineering controls or work procedures is always preferable to the use of PPE.

The major hazard categories to address are: impact; penetration; compression; chemical; heat; harmful dust; and light radiation.

Technicians will utilize appropriate PPE and understand the limitations of PPE; the correct procedure for putting on, adjusting, and removing PPE; and the proper care, maintenance, and useful life of PPE.

Ground Fault Circuit Interrupters (GFCI)

Electrical current is very dangerous -- it can kill!

Because 115V at 15A is so common, its safety is often taken for granted. The danger is not the voltage, but it is the Amps (current). 0.015 Amps is enough current to cause a painful shock. The table below was prepared by the National Safety Council and the Pacific Telegraph Company:

Safe Current Values

Amps	
0.001A (1mA)	Cannot be felt
0.001 - 0.008A (1 - 8 mA)	Felt, but not painful: muscle control is not lost.

Unsafe Current Values

Amps	
0.015 - 0.02A (15 - 20mA)	Painful shock: muscular control lost; cannot let go; not harmful to body organs
0.02 - 0.09A (20 - 90mA)	Burns; breathing extremely difficult; sore muscles
0.1 - 0.2A (100mA - 200mA)	*Ventricular Fibrillation (a fatal heart condition)
0.2 - 2A (200mA - 2A)	Burns; paralysis of the lungs; nerve damaged if above 600V
2A and up frying currents; severe burns of two types:	1. External - caused by arching on contact 2. Internal - cooking of the organs and flesh. Results in: amputation or destruction of vital organs
***Ventricular Fibrillation is essentially a fluttering of the heart which is useless in circulating blood.**	

Technicians will seek immediate medical evaluation for an personell who has received a severe shock even if there is no apparent damage.

GFCI's are required by all 120-volt, 15-, 20-, and 30-ampere receptacle outlets that are not a part of the permanent wiring of a building. GFCI's provide employee safety by detecting lost current resulting from a short, overheating, and/or ground fault and "tripping" or cutting off the current within as little as 1/40th of a second.

A GFCI **will not** protect an employee who comes in contact with two hot wires or a hot wire and a neutral wire. A GFCI **will** provide protection against fires, overheating, damage to insulation, and, the most common form of electrical shock hazard -- the ground fault. Always **test** a GFCI before use.

Signs, Tags, & Barricades

Technicians will ensure their employees pay heed to the various signs, tags, and barricades found on job sites. Color coding assists in determining the level of danger:

red = danger
yellow = caution
orange = warning
white = safety instruction
fluorescent orange = biological hazard

Technicians are not to enter into areas protected by colored barricade tape or signs unless entry is dictated by their job and they are wearing the appropriate PPE.

Adequate Lighting

Technicians must ensure adequate light for work. A simple guideline for adequate lighting is this: if you are not sure if you have enough light for your work, you don't!

Appropriate Clothing

Technicians must ensure their clothing is appropriate for their work. Their clothing should provide comfort, yet not be able to snag on equipment. A technicians who is exposed to extreme weather conditions may lose the ability to work in a safe, efficient, manner and, of course, may become ill.

Personal Hygiene

Technicians have access restroom facilities as needed. Ensure employees do not take job site chemicals home with them on their skin or clothing.

Drugs & Alcohol

With the exception of over the counter drugs such as aspirin or drugs prescribed by a physician, technicians may have no drugs or alcohol on any job site. Technicians who are working under the influence of drugs and/or alcohol will be removed from site and will be reported to the Safety Director for further disciplinary action.

Workplace Violence

Workplace violence can be defined as: "any act or threat of physical violence, harassment, intimidation, or other threatening disruptive behavior that occurs at the work site." Keep in mind actions such as shouting, swearing, and destroying or throwing items could be considered workplace violence if the complaining employee feels their safety is in jeopardy.

In the event that our technicians are exposed to workplace violence, the following steps will be taken immediately:

a. Those not directly threatened or exposed to the violent acts will immediately warn others and remove themselves from the area. Call 911, or local police authorities, when you've reached a point of safety.
b. If you feel you are about to become a victim of workplace violence and you do not have the opportunity to flee, try to remain calm. Do nothing threatening. At the first opportunity, seek safety and call 911 or local police authorities.

Any technician who is a victim of any type of workplace violence, physical or verbal, is to immediately notify his or her supervisor. If a technician's direct supervisor is the offender, the technician should go to the next level of management. Violent actions that result in injury will be reported to the police without exception.

An internal investigation will begin immediately and will include interviews with involved parties, including potential witnesses. When possible, we will do our best to maintain privacy during the investigation and follow-up response. Our company expressly prohibits retaliation of any kind against any employee bringing a complaint or assisting in the investigation of a complaint. Such employees may not be adversely affected in any manner related to their employment. Retaliation is also illegal under federal law.

Any breach of workplace behavior that leads to a violent action against another employee will be treated as a serious safety violation subject to extreme corrective action, up to and including termination.

Accident Investigation

Technicians will collect facts (who, how, what, where, & why) after an accident. If an injury is involved, data collection will begin immediately after the medical crisis is resolved. This information will be documented and given to the Safety Director as soon as possible so that an accident investigation may be initiated.

Near-miss mishaps, events which result in no injury or damage, should be documented and reported to the Safety Director so future accidents may be prevented.

Safety Meetings

Safety meetings may be held during the work shift. Successful safety meetings demand interactive participation by the presenter as well as those attending. Encourage questions.

Hazardous Job Site Materials

When working in or around older structures, potential asbestos and lead hazards **may** exist. On many job sites, the potential for crystalline silica exposure **may** exist. Below is a brief explanation of the materials and hazards.

Asbestos

Asbestos can be found in pipe, wall, and boiler insulation; exterior sheeting; and flooring. Friable or crumbling asbestos presents the most hazard as it can float in the air and be inhaled into the respiratory system. Without respiratory protection, the microscopic asbestos fibers can enter the deepest portion of the lung, causing scar tissue to develop and stiffen the lung. The net result is a reduction of gas exchange -- a condition called asbestosis.

Lead

Lead can be found in water pipes, soldering, and paint. Lead is a heavy, toxic metal which can be absorbed into your body by ingestion and/or inhalation. It is a cumulative poison which can stay in your body for decades.

While massive doses of lead can kill in a matter of days, the more likely scenario on a job site is moderate exposure to asbestos or lead which probably would not create any health problems for years -- if at all.

Crystalline Silica

Crystalline Silica can be readily found on many job sites in rocks as well as many concrete and masonry products. Crystalline Silica can be released in the air when employees are performing such tasks as:

a. chipping, hammering, drilling, crushing, or hauling rock.
b. abrasive blasting.
c. sawing, hammering, drilling, or sweeping concrete or masonry.

Unprotected respiratory exposure to crystalline silica may cause a lung disease called silicosis.

Because of the chronic (long term) nature of these hazards, detrimental health effects due to exposure would not be immediately noticed.

The subcontractor's competent person on site will prevent exposures to these materials.

Areas that contain the above materials will be cordoned off and protected with appropriate warning signs to deny entry to unauthorized individuals.

Recognition of Specific Job Site Hazards

Regardless of the work being done, technicians, more than likely, will be exposed to various hazards created on site. Technicians should be aware of these hazards and, if appropriate, pass this information to personnel within their area of responsibility.

Technicians are expected to be trained and knowledgeable in the specific work they perform.

If a safety hazard exists that cannot be immediately corrected, they are to stop work and contact our safety director:

OSHA Compliance Program Overviews

When you are confronted by situations listed below, you must perform your tasks in accordance with written programs which comply with specific OSHA standards. Below is an overview of each program.

Control of Hazardous Energy - Lockout/Tagout

Applicable:	To servicing and maintenance of machines and equipment where the unexpected energization, start up or release of stored energy could occur and cause injury.
Not Applicable:	To routine, repetitive, integral procedures such as minor adjustments & tool changes. Work on cord and plug connected equipment where unplugging negates the hazard and the plug is in the control of the person doing the work.
Hazard:	Possibility of being crushed, dismembered, mangled, paralyzed, electrocuted, sliced, or punctured by the sudden release of energy from the following sources: capacitor, chemical, counter weight, electrical, engine, flywheel, hydraulic, pneumatic, spring, thermal, or gravity.

Procedures

Preparation for Shutdown:	Using the Energy Source Evaluation, all isolating devices must be located.
Equipment Shutdown:	Inform the affected person and use normal shut down procedures.
Equipment Isolation:	Physically isolate the equipment from its energy source(s) -- there may be more than one.
Device application:	Apply color coded locks and/or tags to hold the isolating devices in a “Neutral” or “Off” position.
Release of Stored Energy:	Dissipate stored energy.
Verification of Isolation:	Prior to work, operate machine controls and ensure the machine will not operate.
Release from Lockout/Tagout:	The person who applied the devices is the one who removes them after ensuring the area is clear and affected employees are informed.

Exposure Control Plan - Bloodborne Pathogens or Other Infectious Materials

Subcontractors should have an exposure control plan when emergency medical response is not available within a reasonable time frame and personnel are assigned as first aid providers as an additional duty.

The primary hazard relates to the possibility of infection resulting from exposure to bloodborne pathogens or other infectious materials while providing first aid to a trauma victim or cleaning up bodily fluids after an incident.

As a statement of policy, should an exposure control plan be required, Universal Precautions will be used. Essentially, this means that each trauma victim’s blood, bodily fluids, and other potentially infectious materials will be treated as if they are known to be infectious.

First aid providers must understand:

a. The hazards of bloodborne pathogens and other infectious materials.
b. Engineering & work practice controls designed to minimize possible exposure such as:
    1. Handwashing equipment & procedures.
    2. Eating; drinking & smoking prohibitions.
3. The containment of contaminated sharps.
    4. The containment of other regulated waste.
    5. The disposal of contaminated sharps & regulated waste
    6. Controlling splashing/spraying of potentially infectious materials.
    7. The prohibition of mouth pipetting (the mouth suction of blood through a tube).
c. The need to place an impermeable barrier between potentially infectious materials and the provider's work clothes, street clothes, undergarments, skin, eyes, mouth, or other mucous membranes using:
    1. Disposable gloves
    2. Utility gloves
    3. Eye & respiratory protection
    4. Protective body clothing
d. Hepatitis B epidemiology and how bloodborne pathogens are transmitted.
e. The importance of hepatitis B vaccination within 24 hours of possible exposure.
f. The procedure for incident report preparation and the importance of completing them, in writing, before the end of the work shift.

Fall protection is required for technicians working six feet or more above walking/working surfaces, when there is a potential for objects to fall on them, or when they are working around covers.

The obvious hazard is falling or being hit by a falling object.

A fall protection plan is required when conventional fall protection systems are infeasible.

Through training, technicians must know where conventional fall protection systems are required such as when working on or around:

a. Unprotected sides and edges
b. Leading edges
c. Hoist areas
d. Holes
e. Formwork & reinforcing steel
f. Ramps, runways & other walkways.
g. Excavations
h. Dangerous equipment

i. Overhand bricklaying & related work
j. Roofing work on low-sloped roofs
k. Steep roofs
l. Precast concrete erection
m. Residential construction
n. Wall openings

Additionally, technicians must understand:

a. The selection, use, and maintenance of fall protection system(s).
b. The types of fall protection systems:
    1. Guardrail system
    2. Personal fall arrest system
    3. Safety net system
    4. Warning line system
    5. Safety monitoring system
    6. Positioning device system
    7. Controlled access zone (CAZ)
    8. Covers
    9. Protection from falling objects.

Forklifts

Forklifts include fork trucks; tractors; platform lift trucks; motorized hand trucks; and other specialized industrial trucks powered by electric motors or internal combustion engines.

The primary hazards involved in truck operation are:

a. Physically hitting a person/object with the truck or load.
b. Having a load fall and hit the operator or another person.
c. Having the truck tip and crush the operator or another person.
d. Fire or explosion during refueling/recharging.

Hazard Communication

Note: By December 1, 2013, all employees must be trained on the new Globally Harmonized System (GHS) label elements and safety data sheets (SDS) format.

By June 1, 2015, compliance with all modified provisions of this GHS final rule, except:

By December 1, 2015, the Distributor will not ship containers labeled by the chemical manufacturer or importer unless it is a GHS label.

Practically all chemical products have physical or health hazards if they are inadvertently spilled or improperly used. Our Hazard Communication Plan details the methods used to keep our employees informed of these potential hazards.

The ATS Safety program will ensure that all personnel understand:

a. The importance and use of labels; safety data sheets (SDS); and they're ready accessibility.
b. The physical & health hazards of chemicals used in the job site.
c. The methods used to detect the release of a hazardous chemical.
d. The methods to protect oneself from chemical hazards including PPE, work practices, and emergency procedures.
e. The need to share product information with other contractors.

Hearing Conservation

Excessive noise may cause permanent hearing loss. Technicians should be aware that hearing loss is often painless and unnoticeable. Appropriate ear protection to be utilized.

Table D-2 - Permissible Noise Exposure	
Sound Level Duration Hours/Day	**dBA Slow Response**
8	90
6	92
4	95
3	97
2	100
1 ½	102
1	105
½	110
¼ or less	115

Confined Spaces in Construction

Permit-required confined spaces may present a very hazardous environment if specific procedures, testing, and training are not implemented prior to entry. As a reminder:

A confined space is a space that:

a. Is large enough and so configured that an employee can bodily enter and perform assigned work; and
b. Has limited or restricted means for entry or exit. These spaces may include: ventilation or exhaust ducts, bins and tanks, boilers, sewers, tunnels and open top spaces more than 4 feet in depth such as pits, tubs, and vessels; and
c. Is not designed for continuous employee occupancy.

A permit-required confined space is:

a. A confined space that contains any recognized serious safety or health hazards. These hazards may be: engulfment by materials; entrapment by space shape; inhalation of hazardous (possibly fatal) atmospheres.

Technicians understand:

a. The need to identify and evaluate permit space hazards before entry.
b. The need to test conditions before entry and monitor conditions during entry.
c. How to prevent unauthorized entry.
d. How to eliminate or control hazards for safe permit-space entry operations.
e. The need to ensure that at least one attendant is stationed outside the permit-required space for the duration of the entry operations.
f. How to coordinate and monitor entry operations when we are working with employees of another contractor or client within a permit-required confined space.
g. Our procedures for emergency rescue.
h. The establishment of a written procedure for preparation, issuance, use, and cancellation of entry permits.

Respiratory Protection

It is extremely important to avoid exposure to atmospheres that do not contain clean, breathable air free from contaminants that exceed permissible exposure limits.

Respiratory hazards can range from mildly irritating to fatal.

Because of the serious consequences of improperly using respiratory protection, those for whom it applies, must understand:

a. the importance of medical approval for respiratory use.
b. the respirator selection process.
c. how to determine the service life of particulate filters.
d. fit testing.
e. user seal tests.
f. the importance of work area surveillance.
g. cleaning, inspection & maintenance of respirators.

Of course, job sites often contain nuisance dusts that do not exceed permissible exposure limits. In these cases, technicians may wear dust masks for personal comfort. Technicians should should be aware that wearing dust masks does not offer true respiratory protection.

Standard Number: 1910.134 App D

Standard Title: (Mandatory) Information for Technicians Using Respirators When Not Required Under Standard.

Respirators are an effective method of protection against designated hazards when properly selected and worn. Respirator use is encouraged, even when exposures are below the exposure limit, to provide an additional level of comfort and protection for workers. However, if a respirator is used improperly or not kept clean, the respirator itself can become a hazard to the worker. Sometimes, workers may wear respirators to avoid exposures to hazards, even if the amount of hazardous substance does not exceed the limits set by OSHA standards. If your employer provides respirators for your voluntary use, of if you provide your own respirator, you need to take certain precautions to be sure that the respirator itself does not present a hazard. You should do the following: 1. Read and heed all instructions provided by the manufacturer on use, maintenance, cleaning and care, and warnings regarding the respirator's limitations. 2. Choose respirators certified for use to protect against the contaminant of concern. NIOSH, the National Institute for Occupational Safety and Health of the U.S. Department of Health and Human Services, certifies respirators. A label or statement of certification should appear on the respirator or respirator packaging. It will tell you what the respirator is designed for and how much it will protect you. 3. Do not wear your respirator into atmospheres containing contaminants for which your respirator is not designed to protect against. For example, a respirator designed to filter dust particles will not protect you against gases, vapors, or very small solid particles of fumes or smoke. 4. Keep track of your respirator so that you do not mistakenly use someone else's respirator.

[63 FR 1152, Jan. 8, 1998; 63 FR 20098, April 23, 1998]

Scaffolds

Applicable:	When you are required to install, use, or dismantle a scaffold or ladder.
Not Applicable:	To fall protection required on a walking/working surface six feet above a lower level -- this is addressed in a Fall Protection Program.
Hazards:	Fall, electrical, and falling objects.

Technicians will understand:

a. The procedures for dealing with the above hazards.
b. The proper use of scaffolds & ladders
c. The load and the load-carrying capacities of the scaffold.

I acknowledge that I have received a copy of the safety handbook provided by ATS.

I understand that it is my responsibility to read and familiarize myself with the contents of this handbook.

I understand that the safety handbook contains important information regarding workplace safety policies, procedures, and guidelines.

I agree to comply with all safety rules and regulations outlined in the handbook.

I understand that it is my duty to report any unsafe conditions, hazards, or incidents to my supervisor or the appropriate authority immediately.

I will actively participate in safety training programs and follow all safety protocols to ensure a safe working environment for myself and my colleagues.

I understand that failure to comply with the safety policies and procedures outlined in the handbook may result in disciplinary action, up to and including termination of contract.

By signing below, I acknowledge that I have read, understood, and agree to abide by the safety policies and procedures outlined in the safety handbook provided by ATS.

Contractor Name: _____

Contractor Signature: _____

Date: _____