



A.W.A.I.R. PROGRAM

A Workplace **A**ccident & **I**njury **R**eduction Program

Right To Know

SILICA - Written Exposure
Control Plan

UPDATED: January 2020

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SECTION 1: INTRODUCTION

EXECUTIVE POLICY STATEMENT

Legend Companies recognizes it has the legal and moral responsibility to provide a safe and healthy place of employment for all employees. Subsequently, it is the policy of Legend Companies to abide by all industry safety regulations which are set forth in federal, state and local standards and to establish additional safety practices as dictated by logic and concern for our employees. All Legend Companies employees, as well as employees of any subcontractors engaged by Legend Companies, will follow, without exception, safe practices in the performance of their duties and responsibilities and the policies and procedures that we have developed for our safety program. Questions regarding the proper procedures should be directed to the Safety Director.

We, at Legend Companies, believe that one of the qualities of our management is related to the effectiveness of our efforts to promote safe and healthful working conditions. The effectiveness of our safety program is critical to the success of our business. An important responsibility of all Legend Companies managers is to follow and enforce all company safety rules and policies.

Legend Companies supports the concept of returning injured employees to work in a productive position within our company at the earliest, medically possible opportunity.

Accidents cause pain and suffering, wasted time and money and can cost someone his or her life. Legend Companies is committed to providing you with a safe place to work. We require your assistance and participation in keeping it that way. We will never ask you to commit an unsafe act or violate a safety rule. We expect the same from you. Our policy towards safety is in no way limited to the rules that follow. All unsafe practices, whether listed here or not, will be addressed.

SECTION 2: GOALS AND OBJECTIVES

Legend Companies is committed to providing its employees with a safe and healthful working environment. To achieve this environment the Company has established the following goals and objectives.

GOALS

1. Establish and maintain a company-wide culture that is committed to workplace safety and health.
2. Annually reduce employee accidents and injuries until they reach zero.
3. Train all employees to develop and promote safe work habits and attitudes.
4. Minimize and maintain an exemplary experience modification rate.
5. Monitor, track and communicate the effectiveness of our safety program to all employees on a weekly basis.

OBJECTIVES

1. Employ a fulltime Safety Director who is responsible for communicating and enforcing the policies of the Legend Companies Safety Program.
2. Management and supervision shall be conscious of the examples they set for the workplace and will obey the same safety rules as the rest of the workforce.
3. Require that all Legend Companies management and employees adhere to and promote all safety rules at all times.
4. All employees shall observe and comply with all Federal, State and Local safety regulations. Including, but not limited to:
 - Asbestos Awareness Program
 - Exposure Control Plan for Bloodborne Pathogens
 - Carbon Monoxide Safety Program
 - Confined Space Entry Program
 - Drug-Free Workplace Policy
 - Emergency Response Plan
 - Ergonomics Program
 - Excavation and Trenching Safety Program
 - Fall Protection Program
 - Fire Prevention Plan
 - First Aid/CPR Program

- Fleet Safety Program
 - Forklift Safety Plan
 - Gas Hazards Program
 - Ground Fault Protection Program
 - Hand and Power Tool Program
 - Jobsite Safety Practices
 - Lead Awareness Program
 - Lockout/Tagout-Energy Control Program
 - Mold Awareness Program
 - NFPA 70E Program
 - Personal Protective Equipment Program
 - Respiratory Protection Program
 - Right to Know (HAZCOM)
 - Scaffolding Program
5. Ensure that each employee is properly trained and instructed in job procedures prior to job assignments. At a minimum, pre-job planning will include the following:
- a. Establish procedures for emergency treatment of injuries.
 - b. Identify the closest medical facility to the jobsite.
 - c. Post emergency information (medical facility address and emergency phone numbers) in a conspicuous location at the worksite utilizing jobsite “gang box” emergency signs.
 - d. Ensure that all supervisory personnel assigned to the job area are aware of Legend Companies philosophy and programs regarding safety and the continuing emphasis expected of all supervisors in the area of accident prevention and safety consciousness.
 - e. Provide each employee with a copy of the Legend Companies AWAIR program, explain and ensure that each worker understands their responsibility to comply with said safety rules and procedures.
 - f. Require all subcontractors to supply a copy of their safety program and require the subcontractor to agree to abide by the provisions of Legend Companies AWAIR Program.
6. On the jobsite, Lead Field Personnel will stress safety procedures and monitor activities to ensure company safety procedures are followed. It is the responsibility of the Lead Field Personnel to do the following:
- a. Investigate and file a complete report on all accidents within 8 hours of the incident. Prompt reporting is critical to not only provide immediate care to the injured employee, but also to prevent the injured employee or manager from “forgetting” important information about the injury.

- b. Make available all necessary personal protective equipment, job safety materials and first aid equipment and ensure these items are used.
 - c. Ensure compliance with all OSHA standards. Inform Project Managers of necessary employee disciplinary action, up to and including discharge, which needs to be taken with employees willfully disregarding these or other standards.
 - d. Conduct bi-weekly safety inspections as requested, ensuring unsafe practices are corrected on the spot and unsafe equipment is removed from service.
 - e. Hold weekly toolbox talks. Discuss safe work practices, potential accidents and means of promoting safety awareness at the worksite. The Legend Companies will maintain records of the completed toolbox talks.
7. Legend Companies safety program shall include unscheduled jobsite safety inspections.

Safety inspections are one of the principal means of determining possible accident causes before accidents occur. Therefore, Legend Companies safety program includes conducting unscheduled site inspections. Safety inspections are not conducted primarily to find how many things are wrong, but rather to determine if everything is satisfactory and find areas on the jobsite for improvement and ideas from good practices to improve other jobsites.

Finding unsafe conditions and their prompt safeguarding as a result of unscheduled inspections is one of Legend Companies best methods to demonstrate to our employees its interest and sincerity in accident prevention. Inspections also help show our commitment to our employees. Each time a work area inspection is made, our interest in safety is advertised. Regular project inspections encourage individual employees to inspect their own immediate work areas.

Inspections are not limited to a search for unsafe physical conditions. They will also include examination to detect unsafe practices by Legend Mechanical employees or employees of its subcontractors.

8. All field personnel will complete, at a minimum, an OSHA 10 Hour Program.
9. Appoint, implement and utilize a safety committee to continually increase workplace safety awareness by all employees.
10. In order to measure the effectiveness of our program, the Company will monitor, track and communicate to all employees the following parameters on a Semi Annual basis:
- Number of cases
 - Number of lost days
 - Injury and illness types
 - Number of safety infractions – field
 - Number of safety infractions – office
 - Types of safety infractions

SECTION 3: ROLES AND RESPONSIBILITIES

Although safety is the responsibility of every employee, the management of Legend Companies is responsible for the implementation, maintenance and enforcement of safety and health policies and procedures. These efforts will be in the form of employee education in safety and health practices, periodic safety inspections of the facilities and jobsites, on-site injury prevention services and company safety meetings to review safety concerns and provide a forum for employee education. Specific responsibilities/accountabilities for safety are as follows:

RESPONSIBILITIES OF THE SAFETY DIRECTOR

1. Responsible for the administration and implementation of the Occupational Safety and Health Agency's regulations as they apply to Legend Companies projects. In addition, the Safety Director will administer the safety program and see that it is put into effect and administered as outlined within this document.
2. Maintain and update a set of basic safe work rules as contained in this document. Maintain the overall Safety Program and keep it current with the State and Federal guidelines and mandates for Construction Safety. The Safety Director will explain these rules to the Project Manager and Lead Field Personnel who, in turn, will discuss them with employees during on-the-job safety talks.
3. Provide safety training for employees in accordance with the AWAIR Act of Minnesota OSHA.
4. Periodically conduct safety inspections, file reports and maintain records of these inspections.
5. See that all subcontractors abide by this safety program and any violations are documented.
6. Compile a monthly report listing all accidents which occurred. These will be reviewed to determine the type and degree of accidents so that corrective measures will be taken through safety talks to personnel, bulletins to employees, purchase of new equipment or changes in work procedures.
7. Meet regularly with the Lead Field Personnel to review safety procedures on the job and, in general, check on their compliance with the company safety program.
8. Read, review and provide the Project Managers and Lead Field Personnel with updated Construction Safety Standards from the State of Minnesota, the Occupational Safety and Health Administration or the U.S. Department of Labor. The Safety Director will make necessary corrections in company policies and work procedures as required by amendments made by these agencies.

RESPONSIBILITIES OF THE PROJECT MANAGER/ESTIMATOR

1. Read and understand the Construction Safety Act and the OSHA regulations (State and Federal) and become knowledgeable of federal, state and local standards.
2. Review project sites with Safety Director at the time of bidding, if possible, or pre-bid for any unusual safety hazards relative to the project site and incorporate the necessary costs for safety into bids. Pre-Bid Safety Planning should include the following:
 - Equipment needs: tools, personal protective equipment, etc.
 - Structural safety: shoring, scaffolding, etc.
 - Material handling problems.
 - Hazardous material involved in contract.
 - Property damage control.
 - Public traffic control.
 - First Aid.
 - Local code requirements.
 - General Contractor Contact Information to Include:
 - Lead Field Personnel
 - Project Manager
 - Safety Director
3. Along with the Safety Director, analyze the plans and specifications and study the site to determine the exposure to accidents which may develop.
4. At the time of the pre-award conference, secure the name of the subcontractor's safety officer and obtain a copy of their safety program. If they do not have a safety program, the Project Manager will advise the subcontractor's representative of the Legend Companies Safety Program and require them to abide by the rules and provisions of that program. The Project Manager will provide the Legend Companies Safety Director with the name of the subcontractor's safety officer and a copy of their safety program and/or inform the Safety Director of the absence of a safety program on the subcontractor's part.
5. All contracts with subcontractors shall include a clause stating that the subcontractor agrees to follow the Legend Mechanical Safety Program while performing work on the project. The Project Manager shall inform the Legend Companies Safety Director if compliance is not obtained.
6. Review the Safety Program on each new project and make amendments or additions that will be applicable to a particular job or more stringent owner's requirements.
7. When visiting a jobsite, adhere to and enforce all safety requirements specific or appropriate to the jobsite and as required by the customer or General Contractor. At a minimum, adhere to and enforce the following Legend Companies Safety Program requirements at all times.
 - a. **Proper eye protection (safety glasses, goggles, face shield, etc.) shall be worn at all times, except during breaks,** to prevent injury to the eyes from physical or chemical agents in the workplace or from tools, machines or the work being done.

- b. **Hard hats must be worn at all times on the jobsite.** Exception: When no overhead work is being performed, all ceiling work has been completed and ceiling tiles have been installed.
 - c. **Hi-visibility vests and other personal protective equipment** must be worn when required at specific jobsites or performing an operation where such protection is warranted.
8. Survey a jobsite for proper compliance with safety procedures and document any deviation for further investigation by the Safety Director.
 9. Be responsible when visiting a jobsite to report to the Lead Field Personnel any and all unsafe acts and conditions. If unsafe acts and conditions involve a subcontractor, the Lead Field Personnel will request that subcontractor correct such unsafe conditions and document the request.
 10. Review all accident reports on their projects with Senior Level Manager and Safety Director.

RESPONSIBILITIES OF THE LEAD FIELD PERSONNEL

1. Be certified as a “Competent Person” and complete at a minimum an OSHA 10 Hour Program. An OSHA 30 Hour Program is preferred.
2. Be responsible for the implementation of the Safety Program on the jobsite. Take an active role in clarification of safety issues not covered by this document. Contact the Safety Director for additional information in other subprograms as listed in this document and communicate this and the information gathered to employees.
3. Adhere to and enforce all safety requirements specific or appropriate to the jobsite and as required by the customer or General Contractor. At a minimum, adhere to and enforce the following Legend Mechanical Safety Program requirements at all times.
 - a. **Proper eye protection (safety glasses, goggles, face shield, etc.) shall be worn at all times, except during breaks,** to prevent injury to the eyes from physical or chemical agents in the workplace or from tools, machines or the work being done.
 - b. **Hard hats must be worn at all times on the jobsite.** Exception: When no overhead work is being performed, all ceiling work has been completed and ceiling tiles have been installed.
 - c. **Work boots must be worn at all times on the jobsite.**
 - d. **Gloves must be worn when** utilizing bladed power tools, any sharp hand tools and when performing an operation near sharp objects such as sheet metal, exposed screws and nails, etc.
 - e. **Steel toe boots, hi-visibility vests, respirators** and other personal protective equipment must be worn when required at specific jobsites or performing an operation where such protection is warranted.

4. Make available all necessary personal protective equipment, job safety materials and first-aid equipment and make sure it is used.
5. Instruct all field personnel in safe working procedures and job safety requirements. Follow up and get commitment on compliance.
6. Observe and instruct proper lifting techniques to be used by our field personnel.
7. Make sure that no unsafe conditions exist in our work areas. This includes unsafe work conditions that are generated by other trades.
8. Require all of our subcontractors to adhere to our safety program if they do not have their own safety program.
9. Conduct weekly "Tool Box Safety Talks". Submit report of subject covered and the names of those in attendance electronically to the Legend Companies Safety Director (see Section 5).
10. See that all injuries are cared for properly and reported promptly.
11. Fill out Accident Reports in a complete, timely and concise manner.
12. Investigate all accidents with the Safety Director, file complete reports and correct the causes immediately.
13. Be familiar with applicable State and Federal laws pertaining to safety and their basic requirements for the jobsite.

RESPONSIBILITIES OF THE INDIVIDUAL EMPLOYEE

1. Be certified as a "Competent Person" and complete an OSHA 10 Hour Program.
2. Apply good, safe, working practices as instructed and discussed.
3. Adhere to all safety requirements specific or appropriate to the jobsite and as required by the customer or General Contractor. At a minimum, adhere to the following Legend Companies Safety Program requirements at all times.
 - a. **Proper eye protection (safety glasses, goggles, face shield, etc.) shall be worn at all times, except during breaks,** to prevent injury to the eyes from physical or chemical agents in the workplace or from tools, machines or the work being done.
 - b. **Hard hats must be worn at all times on the jobsite.** Exception: When no overhead work is being performed, all ceiling work has been completed and ceiling tiles have been installed.
 - c. **Work boots must be worn at all times on the jobsite.**

- d. **Gloves must be worn when** utilizing bladed power tools, any sharp hand tools and when performing an operation near sharp objects such as sheet metal, exposed screws and nails, etc.
 - e. **Steel toe boots, hi-visibility vests, respirators** and other personal protective equipment must be worn when required at specific jobsites or performing an operation where such protection is warranted.
4. Report any unsafe situation or act to the Lead Field Personnel or Safety Director immediately.
 5. Complete toolbox safety talk weekly and attend training classes as provided by the Company.
 6. Refrain from any unsafe act or horseplay that might endanger themselves or their fellow employees.
 7. Assume responsibility for their part in any acts or carelessness that caused injury to themselves or their fellow employees.
 8. In the event of any injury, report to the designated area for first-aid treatment. In all cases, the employee and the Lead Field Personnel shall report and/or record all accidents within a 8-hour time period. This report should be given to the Legend Companies Workers Compensation Claims Administrator, Safety Director or your manager.
 9. Maintain a clean and safe work area.
 10. Be a safe person off the job as well as on.

SECTION 4: HAZARD IDENTIFICATION, ANALYSIS AND CONTROL

The Company will conduct job hazard analysis of work sites on a periodic basis to determine potential hazards, which may be encountered in the normal course of daily activities.

Periodic follow-up of job hazard analysis may be conducted when it is believed employees may be exposed to hazardous materials.

Employees are encouraged to report potential hazards and unsafe conditions to their Safety Director, Project Manager or Lead Field Personnel. It will be the responsibility of the Safety Director to verify whether or not a hazardous condition actually exists and to initiate corrective actions should they be necessary.

It will be the responsibility of the Lead Field Personnel to report noted hazards to the Safety Director who will document the identified hazard and the corrective action taken. This documentation will be kept on file with the Safety Director.

When potential hazards are identified, the following actions will be administered by the Safety Director:

1. Engineering Controls – which would include replacing defective equipment, changing processes, utilizing different procedures or making additions or modifications to facilities, equipment or processes to eliminate or control identified hazards.
2. Administrative Controls – which will be implemented after all practical engineering controls have been reviewed, include: new procedures, limits on employee exposures, written policies and training.
3. Personal Protective Equipment (PPE) – is the final method of controlling hazards and will be implemented upon review of engineering and administrative controls. PPE will be provided for all tasks that present risks which cannot be reasonably controlled using the other two methods. The use of PPE will always require administrative controls in the form of written policies and formal training of the employees exposed to the identified hazard.

SECTION 5: COMMUNICATION

Each employee will receive a copy of this program for review and training. All new employees will receive this information through the new employee orientation process. Additionally, if changes or updates are made to this AWAIR program, employees will receive a new copy of the program and will be asked to sign an Acknowledgement form stating they received, read and understand the program.

EMPLOYEE TRAINING

Training is Legend Companies most important safety tool. Following are our goals and methods for achieving a safe, well trained staff.

1. Goals:

- Increase awareness at the work site
- Expose hazards at the work site
- Experience zero injuries at the work site

2. Methods:

a. Pre-placement Orientation

A complete copy of this AWAIR program will be given to each new employee at the time of their hiring and will be available to each employee from the Safety Director.

In order to promote a safe, comfortable and productive working environment, Legend Companies will hold a brief orientation for each new employee at the time of their hiring to instruct them of the working conditions of their employment. This orientation includes an opportunity to review the AWAIR program and ask questions.

b. Project Safety Meetings and Inserts

Weekly Toolbox Talks - Once each week each Legend Companies lead person is expected to complete a formal safety discussion of a topic related to that week's tool box talk.

Toolbox talks cover major hazards. Attendance is required at these meetings for all workers reporting to a Lead Field Personnel. Even employees working individually, such as service drivers, are required to review and participate in a weekly toolbox talk. This is not limited to multi-person jobsites only. Records of attendance are returned for recordkeeping.

Supplemental Meetings - Additional meetings may be held as required to discuss special topics not covered in the weekly and toolbox meetings.

c. On-Site Injury Prevention Services

Legend Companies has implemented a prevention and wellness program that includes the provision of physical therapists to be available to provide the following services to all employees of Legend Companies.

Early Intervention - Physical Therapists evaluate sprain and strain injuries of employees to provide “first aid” services and individual exercise programs.

Pre-shift Stretch Programs - Unique stretching programs for Legend Companies employees that address the most common sprain/strain complaints as well as those areas of high risk for injury.

Case Management – The Physical Therapists foster a relationship with the medical provider, insurance carrier, case worker and/or QRC that work with Legend Companies employees. They provide a unique perspective of understanding the job demands and the employee injury which increases the confidence of the doctor and case worker/QRC in returning the employee back to work.

Return to Work – The Physical Therapists can assess which job tasks fall within an injured employee’s restrictions. They can also assess the job demands and work space and give recommendations to the doctor on ways to progress the employee back to work in a safe and controlled manner while decreasing risk for re-injury.

d. Specialized Training

Formal seminars and classes will be made available to selected and/or interested workers. For example:

- Arc Flash
- Hand and Power Tools
- Housekeeping
- Ladders, Scaffolding and Lifts
- OSHA 10 hour class – Competent Person
- OSHA 30 hour class – Competent Person
- Rigging and Hoists
- Welding and Burning Operations

e. Situational Training

When special circumstances exist on a jobsite, situational training will be provided for involved workers to qualify them to be OSHA Certified. Some example circumstances which would call for special training are:

- Boom Lift Operation (JLG)
- Confined Spaces
- Fall Protection
- Lockout – Tagout
- Reach Forklift (LULL)

- Respirators
- Scissor Lift Operation
- Trenching & Excavations

f. Annual refresher training on all company safety programs will take place for all employees.

MANAGER TRAINING

All managers will receive a copy of this AWAIR program and instructions on how to train their employees in this material. Managers will receive training in new processes and procedures as these programs are developed and prior to the assignment of employees in these areas. This training will be conducted by company management, vendors or consultants.

ACCOUNTABILITY

All employees are responsible for safety, therefore, safety attitude and participation will also be considered a part of all employee performance reviews.

For Employees – accountability includes adherence to safety rules and procedures, using protective equipment as required, participation on the safety committee and prompt reporting of any hazard.

For Managers – accountabilities include enforcement and adherence of safety rules and procedures, prompt reporting and correction of hazards, accident investigations, department safety inspections, reductions in injury rates and workers' compensation costs, participation on the safety committee, positive reinforcement and demonstrated leadership in safe behavior and timely employee communications.

SECTION 6: ACCIDENT INVESTIGATION AND PROCEDURES

An important element of a safety program is the accident investigation procedure. When completed properly and considered an integral part of the Company's safety program, accident investigation helps to identify accident causes. In order to ensure a thorough accident investigation, an investigation team shall consist of the Safety Director, Project Manager and Lead Field Personnel. When causes are corrected, time is saved, costs are reduced, morale improves and profitability is increased.

The accident investigation also provides the basic information necessary for completing workers' compensation forms, or, as in the case of recordable injuries or illness, the OSHA Form 301. In addition, the investigation process meets compliance with the A.W.A.I.R. Act that was passed by the Minnesota Legislature in August 1990.

Accidents do occur and when they do it is important to find out why and identify what can be done to prevent a recurrence. Our accident investigation process is a valuable component of the Legend Companies Safety Program.

A. ACCIDENT INVESTIGATION

WHAT IS AN ACCIDENT?

It is an unplanned, unscheduled event, leading to injury or equipment or property damage. It is also any incident or NEAR MISS that has the potential of causing injury or loss.

WHY INVESTIGATE ACCIDENTS OR NEAR MISSES?

- To determine the causes.
- To develop steps for prevention of recurrences.

CONDUCTING THE ACCIDENT INVESTIGATION

1. Immediate Action – Call 911:

- a. Secure the Scene.
 - Take control at the scene.
 - Ensure first aid and call for emergency services if needed.
 - Control potential secondary accidents.
 - Identify sources of evidence at the scene.
 - Preserve evidence from alteration or removal.
 - Investigate to determine loss potential.
 - Notify office.
- b. Obtain Informational and Physical Evidence.

2. Interview the Witnesses:

a. Interviewing Techniques for the Injured Worker and Witness.

- Put the employee at ease.
- Conduct the interview at the scene of the accident or in neutral territory.
- Encourage the employee to tell his/her version.
- Ask open-ended questions.
- Repeat employee's version to make sure you understand correctly.
- Close the interview on a positive note.
- Discuss actions that can be taken to prevent recurrence and ask employee for ideas.

3. Analyze:

a. Identify the primary and any secondary causes of the accident. Be specific and do not place blame.

b. Accident Causes.

- Primary Causes
 - Unsafe acts
 - Unsafe conditions
- Secondary Causes
 - Management policies and decisions
 - Personal factors such as fatigue, drowsiness, intoxication, etc.
 - Environmental factors; lighting, temperature, ventilation

4. Recommend Corrective Action to Prevent Recurrences:

a. Identify realistic action and solutions and who will be responsible for taking the necessary action.

B. ACCIDENT REPORTING PROCEDURES

WHAT TO DO IN THE EVENT OF AN INJURY

1. The employee should report the injury to the Workers Compensation Claims Administrator at 952-818-8512, Safety Director at 952-201-3165 or their direct Manager at Legend Mechanical and a "First Report of Injury" from the information provided will be generated.
2. When an employee reports an injury, an "Accident Report" must be filled out completely by both the Lead Field Personnel and injured employee. If immediate medical attention is required the "Accident Report" must be completed after medical attention has been received. A sample of this form is placed in this AWAIR program for your information. Actual forms can be obtained from the Safety Director.

IT IS THE LEAD PERSON'S RESPONSIBILITY TO SUBMIT THE "ACCIDENT REPORT" TO THE OFFICE BY THE END OF THE NEXT WORKING DAY. FAILURE TO DO SO COULD RESULT IN DISCIPLINARY ACTION TO THE LEAD PERSON AND THE INJURED EMPLOYEE.

3. Should the employee request or need medical attention, the preferred medical facilities are:

Minnesota Occupational Health
1661 Saint Anthony Ave,
2nd Floor
St. Paul, MN
Telephone: 651-968-5300

Minnesota Occupational Health
10230 Baltimore St, #300
Blaine, MN
Telephone: 651-968-5300

Minnesota Occupational Health
1400 Corporate Ctr. Curve,
#200, Eagan MN
Telephone: 651-968-5300

For life or limb threatening injury, CALL 911

4. The employee will be given a “Workability Report” from the treating clinic that will list any work restrictions.

- If the “Workability Report” includes any work restrictions, the employee must:
 - Immediately contact the Legend Companies Workers Compensation Claims Administrator at 952-818-8512 or Safety Director at 952-201-3165 to discuss options.
 - Get the “Workability Report” to the Workers Compensation Claims Administrator, Safety Director or their direct Manager prior to returning to work.
- If the “Workability Report” lists no work restrictions, the employee must:
 - Contact the Legend Companies Workers Compensation Claims Administrator at 952-818-8512, Safety Director at 952-201-3165 or their direct Manager for approval to return to work.
 - Get the “Workability Report” to the Workers Compensation Claims Administrator, Safety Director or their direct Manager by the end of the following business day.

5. Additionally

- The Workers Compensation Claims Administrator will respond immediately to the employee's first report of injury by authorizing immediate medical attention. We will make contact with the employee as soon as possible to assist with the employee's welfare and early recovery and to initiate necessary processes including accident investigation by the Safety Director.
- The Workers Compensation Claims Administrator will continue to monitor the injured employee's progress. It is the injured employee's responsibility to notify the Workers Compensation Claims Administrator of all doctor's appointments, recommendations for release to work, etc.
- If the physician has issued restrictions, the Safety Director and Legend Companies Management will determine if any light duty work is available within the Company which would meet these restrictions. Our goal is to look out for the well-being of the employee and get them back to work as safely and quickly as possible.

- Legend Companies also participates in the Union Construction Workers' Compensation Program (UCWCP). The UCWCP is a negotiated, voluntary program that achieves a number of important goals to improve the delivery of workers' compensation benefits and reduce the cost and delays created by the state's adversarial process. This alternative approach to workers' compensation benefit administration will:
 - Ensure payment of appropriate wage loss benefits without delay.
 - Ensure medical treatment by the best doctors.
 - Ensure a prompt and safe return to union work, wages and benefits.
 - Ensure disputes are resolved in a fast, friendly and fair process.
 - Provide a resource for accurate workers' compensation information.

An important feature of this program is the Exclusive Providers Organization (EPO). The EPO has selected doctors approved to provide care for work-related injuries. These doctors were selected by the program, not by our company, to provide our union employees with high quality care and service.



ACCIDENT INVESTIGATION REPORT

REPORT DATE: ____ / ____ / ____

PART 1 – GENERAL INFORMATION			
Name of Injured:		SS#:	- -
Job Title:	Sex:	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Date of Birth: / /	Phone #:	()	-

PART 2 – EMPLOYEE’S DESCRIPTION OF ACCIDENT (WHAT HAPPENED?)	
Date of Accident: / /	Time: : am / pm
Location:	
When was your Supervisor Notified:	
Who did you Report the Accident to:	
Job or Activity at Time of Accident:	
Describe the Accident:	
Describe the Injury and Body Part(s) Affected:	
Names of Supervisor and Any Witness(es):	
Employee Signature:	Date: / /

(I certify that the information provided above is true and complete.)

PART 3 – SAFETY DIRECTOR’S INVESTIGATION OF THE ACCIDENT		
A. Was Personal Protective Equipment required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
B. Was Personal Protective Equipment provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
C. Was Personal Protective Equipment being used?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

12467 Boone Ave., Savage, Minnesota 55378 • Phone: 952.201.3165 • Fax: 952.818.8503

PART 4 – CORRECTIVE ACTION TAKEN (What have you done or what do you recommend doing to prevent a recurrence of a similar accident?)

Has it been done? <input type="checkbox"/> Yes <input type="checkbox"/> No
If not, give reason:

PART 5 – ACCIDENT ANALYSIS DETAILS

Severity of Injury / Damage:	<input type="checkbox"/> Fatality <input type="checkbox"/> Lost Workdays <input type="checkbox"/> Medical Treatment (off premises) <input type="checkbox"/> First Aid (on site) <input type="checkbox"/> Significant Property Damage
Category:	<input type="checkbox"/> Regular, Full-time <input type="checkbox"/> Regular, Part-time <input type="checkbox"/> Temporary <input type="checkbox"/> Other:
Time in Occupation at Time of Accident:	<input type="checkbox"/> Less than 6 months <input type="checkbox"/> 6 months to 2 years <input type="checkbox"/> 2 to 5 years <input type="checkbox"/> More than 5 years

SIGNATURES

Safety Director:	Date: / /
Supervisor:	Date: / /
Supervisor's Title:	

OFFICE USE ONLY

Did employee receive medical treatment? <input type="checkbox"/> Yes <input type="checkbox"/> No
Return to work? <input type="checkbox"/> Yes <input type="checkbox"/> No Date: / /
Treating Provider:

SECTION 7: ENFORCEMENT OF SAFETY AND HEALTH PROGRAMS

Each employee of Legend Companies is part of the safety team. Coworkers are dependent on each person correctly performing their assigned duties. The key to preventing accidents by all employees is following safety rules and procedures and the proper use of all machines, equipment and personal protective equipment.

Employees are required to read, know and follow all safety rules. A copy of this AWAIR Program will be given to each employee and will be posted on company bulletin boards. Employees are asked to sign an Acknowledgment form which states they have read the AWAIR Program and agree to abide by the rules. This form will be kept with the employee's safety file. Violations of safety rules or safety instructions may be followed by disciplinary action even though the particular violation did not result in an accident. These rules may not be completely detailed or all-inclusive, therefore, whenever unique or unusual problems arise or more specific information is necessary, employees are to contact their manager.

GENERAL SAFETY RULES

1. Whenever you are involved in any accident that results in personal injury or damage to property, no matter how small, the accident must be reported. Get first aid promptly.
2. Report immediately to your Lead Field Personnel or Company Safety Director any condition or practice you think might cause injury to you or damage to equipment.
3. Do not operate any equipment that is not in a safe condition.
4. All prescribed safety and personal protective equipment should be used when warranted and said equipment shall be maintained in good working condition. Using good judgment and being constantly alert can prevent accidents.
5. Obey all company rules, governmental regulations, signs, markings and instructions. No employee will remove or obstruct the use of any tag, guard, shield or other safety device on the jobsite. Be very familiar with those that apply directly to you. If you don't know – ask.
6. When lifting, use the approved lifting technique, i.e., bend your knees, grasp the load firmly and then raise the load keeping your back as straight as possible. Get help for heavy loads.
7. Practical jokes, horseplay, fighting or carrying weapons will not be tolerated; avoid distracting others; be courteous.
8. Always use the right tools and equipment for the job. Use them safely and only when authorized.
9. Good housekeeping should always be practiced. Return all tools, equipment, materials, etc. to their proper places. Disorder wastes time, energy and material and could result in injury. Never leave a tool on a ladder even for short periods of time. All materials are to be stacked in such a

manner as to prevent falling or toppling over. All stairways, passageways and gangways shall be kept free from materials, supplies and obstructions of any kind.

10. The use of alcohol or drugs by employees during any part of the working hours is absolutely prohibited. Any employee who violates our Drug-Free Workplace Policy shall be disciplined, which may include immediate discharge.

DRUG-FREE WORKPLACE POLICY

Legend Companies has adopted a Drug-Free Workplace Policy and is dedicated to making sure that our employees are drug and alcohol free on the job. Our Drug-Free Workplace Policy includes the following testing procedures:

- Reasonable Suspicion Testing
- Post-Accident Testing

In the event that reasonable suspicion is determined, the employee will be taken to a designated clinic for testing. Employees with a positive test result will be removed from the jobsite. Post-Accident testing will be conducted as indicated.

A copy of the Drug Free Workplace Policy is available from the Legend Mechanical Safety Director.

DISCIPLINARY PROCEDURES

Any employee who in Legend Companies judgment commits an unsafe act, creates an unsafe condition, disregards the safety policy or is a repeat safety and health offender, will be disciplined to include; verbal warning, sent home from jobsite, suspension or possible discharge depending on the severity of the infraction.*

1. Legend Companies has an Employee Infraction Warning Notice. The Employee Infraction Warning Notice will be used three (3) times to notify an employee of improper conduct. The third time, the employee will be suspended or possibly discharged.
2. However, the following infractions can be grounds for immediate discharge:
 - a. Removing and/or making inoperative safety guards to tools and equipment.
 - b. Removing barriers and not replacing them.
 - c. Engaging in horseplay.
 - d. Drinking and/or drug usage on jobsite.
 - e. Possessing firearms and/or other weapons.
 - f. Fighting.
 - g. Theft or damage to property.
 - h. Flagrant violation of safety rules.

**A flagrant or third infraction will be reviewed by upper management for appropriate disciplinary action.*



EMPLOYEE INFRACTION WARNING NOTICE

BASIC INFORMATION:
Employee: (Print Name)
Safety Director: (Print Name)
Division:

TYPE OF INFRACTION:
<input type="checkbox"/> 1 ST Notice <input type="checkbox"/> 2 ND Notice <input type="checkbox"/> 3 RD Notice
<input type="checkbox"/> Final Warning <input type="checkbox"/> Termination
Reason: <input type="checkbox"/> Conduct on the Job <input type="checkbox"/> Safety <input type="checkbox"/> Ignoring Directions or Warnings <input type="checkbox"/> Policy Infraction
Location:
Time of Incident: : AM / PM Date: / /

EXPLANATION OF THE INFRACTION:

SIGNATURE	
Employee:	Date: / /
Safety Director:	Date: / /
President:	Date: / /

Copies to: Employee
 Safety Director
 Upper Management upon 3rd Infraction

SECTION 8: PROGRAM REVIEW

The safety and health efforts of the Company are ongoing and will be reviewed and updated annually or as often as necessary to help us meet our program goals.

SECTION 9: SAFETY COMMITTEE

The purpose of the safety committee is to assist in the detection and elimination of unsafe conditions and work procedures. The safety committee will consist of a combination of management and field personnel, including the Safety Director. The Safety Director will oversee the committee and maintain records of committee activities.

The frequency of meetings shall be determined by the Safety Director, but shall not be less than once per year. The date, hour and location of meetings shall be determined by the Safety Director. The Safety Director or other safety committee members may request special meetings as deemed necessary.

The committee will:

1. Establish, review and analyze enforcement of safety rules.
2. Analyze and discuss all injuries and close calls that have occurred since the last meeting to determine if corrective steps are needed to prevent recurrence.
3. Serve on a sub-committee source from time to time to study new or special problems.
4. Review inspection reports and recommendations. Determine, administrate and stimulate all phases of a continuous company accident prevention program. This means encouraging and maintaining an active interest on the part of all personnel.

SECTION 10: Minnesota employee right-to-know program

General company policy

The purpose of this notice is to inform you our company is complying with the Minnesota OSHA Employee Right-to-Know standard by providing you with training about the hazardous materials, harmful physical agents and infectious agents you are exposed to on the job. As part of this effort, we have compiled a list of the hazardous chemicals used in our facility, provided access to safety data sheets (SDSs) from our vendors for these chemicals, received reference material about the other harmful agents employees are exposed to, ensured that containers are labeled and signs are present in the hazardous areas.

This program applies to all work operations in our company where you may be exposed to hazardous substances, harmful physical agents or infectious agents under normal working conditions or during an emergency situation.

The Safety Director is the program coordinator and has overall responsibility for the program. Safety Director will review and update the program, as necessary. Copies of the written program may be obtained from Safety Director.

With this program, you will be informed of the contents of the Minnesota OSHA Employee Right-to-Know standard, the hazardous properties of the chemicals you work with, safe handling procedures and measures to take to protect yourselves from these chemicals. You will also be informed of the hazards associated with non-routine tasks and the hazards associated with chemicals in unlabeled pipes. We will also inform you of any hazards created by other employers and their employees working in the same area as ours.

Training

Everyone who works with or is potentially exposed to hazardous chemicals, harmful physical agents or infectious agents will receive initial training about the Employee Right-to-Know standard and the safe use of those chemicals or agents prior to work assignment. A program has been prepared for this purpose and is outlined below. Whenever a new hazard is introduced, additional training will be provided. Training updates will be performed at least annually and may be brief summaries of information included in previous training sessions. The program coordinator is responsible for ensuring this training is provided.

Training plan

The employee right-to-know training will include:

- a summary of the standard and this written program;

- the chemical and physical properties of hazardous materials and methods that can be used to detect the presence or release of chemicals (including chemicals in unlabeled pipes);
- the physical hazards of chemicals (e.g., potential for fire, explosion, etc.);
- the name of the substance or agent and the level, if established, at which exposure to the hazard has been restricted according to standards adopted by the commissioner, or, if no standard has been adopted, according to guidelines established by competent professional groups;
- the health hazards, including signs and symptoms, associated with exposure to chemicals, harmful physical agents and infectious agents, and any medical condition known to be aggravated by exposure to these hazards;
- the procedures to protect against those hazards (e.g., use and maintenance of personal protective equipment; work practices or methods for proper use and handling of chemicals; and procedures for emergency response);
- the work procedures to follow to assure protection when cleaning up incidental spills and leaks of hazardous chemicals;
- the location in the facility where SDSs and infectious agents information can be found;
- instruction about how to read and interpret the information on labels, SDSs;
- direction about how employees may obtain additional hazard information.

Records of training will be maintained for three years in Safety and will include:

- the dates of training;
- the name, title and qualifications of the person who conducted the training;
- the names and job titles of the employees who completed the training; and
- a brief summary or outline of the information that was included in the training session.

List of hazardous chemicals

Safety Director has created the list of all hazardous substances and related work practices in the facility, and will update the list as necessary. The list of chemicals identifies all of the chemicals used in work areas. A separate list is available for each individual work area. Each list also identifies the corresponding SDS for each chemical. The master list of all chemicals used by employees can be found below.

Hazardous Substance List:

<u>Chemical Name</u>	<u>CAS No.</u>	<u>Reportable Quantity</u>	<u>Specific Gravity</u>
Gasoline	8006-61-9		.72
Lead	7439-92-1	10 lbs	n/a
Sulfuric Acid	7664-93-9	1000 lbs	1.84
Copper	7440-50-8	5000 lbs	n/a

List of Physical Hazards (*when workers are assigned first aid responsibilities as part of their job duties*)

Safety Director has created a list of physical hazards that workers are routinely exposed to in the course of assigned work. The list of physical hazards identifies the possible physical hazards in the work place.

Physical Hazards:

Laser use

Heat Stroke

UV Protection

Cold Exposure

Bug Bites

Safety Data Sheets (SDSs)

Safety data sheets provide specific information about the chemicals you use. SDSs will contain the information found on a fully completed OSHA Form 174 or its equivalent.

The program coordinator is responsible for providing access to the SDSs. The Safety Director will contact the chemical manufacturer or vendor if additional research is required. All new materials to be brought into the facility must be cleared by the program coordinator.

Labels and other forms of warning

The program coordinator will ensure all hazardous chemicals in the facility are properly labeled and updated as necessary. Manufacturer's container labels should be left on the containers if possible and must list, at a minimum, the chemical's identity, the appropriate hazard warning, and the name and address of the manufacturer, importer or other responsible party.

If you transfer chemicals from a manufacturer's container into another container, the new container must have a label that identifies the chemical identity and any appropriate hazard

warning. Immediate-use containers, which are containers of hazardous substances remaining under the control of one employee *and* that are emptied during the same work shift, need not be labeled.

Pipes or piping systems do not have to be labeled, but their contents will be described in the training session.

Non-routine tasks

When you are required to perform hazardous non-routine tasks, a special training session will be conducted by the Safety Director or job site Lead to inform you regarding the hazardous chemicals you might be exposed to and the proper precautions to take to reduce or avoid exposure. Access to SDSs will be available about the hazardous chemicals used. The program coordinator is responsible for ensuring this training is provided.

Multi-employer workplace

If another employer has its employees working at the facility, such as service representatives or subcontractors, the program coordinator will:

1. provide the other employer with access to the SDSs for the hazardous substances its employees may be exposed to while working at the facility;
2. inform the other employer of any precautionary measures that need to be taken to protect the employees during both normal working conditions and in foreseeable emergencies; and
3. inform the other employer about the labeling system used in the facility.

The program coordinator will document in writing that the above information was conveyed to the other employer.

Frequency of training

The program coordinator will review our employee training program on a regular basis and will advise management regarding initial or annual refresher training needs. Retraining is also required whenever a new hazard is introduced into the workplace. As part of the assessment of the training program, the program coordinator will obtain input from employees regarding the training they have received and their suggestions for improving it. This review will be performed annually; necessary revisions will be made to ensure currency and applicability.

SECTION 11: Written Silica Exposure Control Program

Applicability and Scope

This program applies to all occupational exposures to respirable crystalline silica in construction work, except where employee exposure will remain below 25 micrograms per cubic meter of air as an 8 hour TWA under any foreseeable conditions. The action level for respirable crystalline silica is now 25 micrograms per cubic meter of air calculated as an 8 hour TWA. The new rule sets the Permissible exposure level at 50 micrograms of respirable crystalline silica per cubic meter of air, averaged over an 8 hour day.

Applicability

This Written Exposure Control Plan (Plan) applies to Legend Companies personnel who are potentially exposed to airborne concentrations of respirable crystalline silica (silica) because of their work activities or proximity to the work locations where airborne silica is being emitted. This Plan also applies to Legend Companies superintendents, foremen, or safety personnel who may be responsible for overseeing a subcontractor's operations that have the potential to expose personnel to airborne concentrations of silica at or above regulatory and industry action levels and exposure limits.

Scope

This Plan describes the hazards associated with projects involving potential exposure to airborne concentrations of silica and the issues to be addressed during these projects. These projects include, but are not limited to:

- Use of stationary masonry saws used to cut concrete, tile, concrete masonry block, sheet rock, gypsum fiber roof board, or any other product containing silica.
- Handheld power saws used to cut concrete, asphalt, concrete masonry block, sheet rock, gypsum fiber roof board, or any other product containing silica.
- Handheld grinders or cut-off wheels used for mortar removal or cutting/grinding of concrete, concrete masonry block, sheet rock, gypsum fiber roof board, or any other structural component or product containing silica.
- Hammer drilling of concrete or silica containing products
- All housekeeping operations associated with the activities described above.

Legend Companies employees who work in proximity to silica-related operations must be aware of safe work practices and take all necessary precautions associated with avoiding and minimizing airborne silica exposure.

Regulatory Review

Occupational Safety and Health Administration (OSHA) 29 CFR 1926.1153: Respirable Crystalline Silica (Construction Industry) contains regulatory requirements specific to respirable crystalline silica. This Written Exposure Control Plan is developed in accordance with the requirements in 29 CFR 1926.1153(g).

Training Requirements

Legend Companies employees who anticipate working on projects where they could be exposed to airborne silica will be provided training in silica hazards in accordance the Legend Companies program established to comply with the hazard communication standard). Each employee will have access to labels on containers of crystalline silica and safety data sheets, and be provided information on the health hazards of silica including cancer, lung effects, immune system effects, and kidney effects. In addition, Legend Companies employees will be provided training and information regarding specific activities identified in this Plan that could result in airborne silica exposure, and the specific engineering controls, work practices and respiratory protection requirements to mitigate the potential airborne silica exposures. This training will provide a discussion of silica hazards, initial exposure determination either by complying with 29 CFR 1926.1153 Table 1 requirements or air monitoring, specific engineering and work practice control measures, personal protective

equipment (PPE), and medical surveillance requirements. The training will also identify the Legend Companies competent person for silica exposure identification and determination of control requirements. All Legend Companies employees will be provided with access to a copy of 29 CFR 1910.1153 and be trained on the contents of 29 CFR 1926.1153.

Medical Surveillance Requirements

Legend Companies shall institute medical surveillance for any employees required by this Plan to where a respirator 30 or more days per year. Initial medical surveillance consists of medical and work history with emphasis on: past, present, and anticipated exposure to silica, dust and other agents affecting the respiratory system; any history of respiratory system dysfunction, including signs and symptoms of respiratory disease (e.g., shortness of breath, cough, wheezing); history of tuberculosis; and smoking status and history; a physical examination with emphasis on the respiratory system; chest X-ray; a pulmonary function test, administered by a spirometry technician with a current certificate from a NIOSH approved spirometry course; testing for latent tuberculosis infection; and any other tests deemed appropriate by the Occupational Medicine Provider. Subcontractors are responsible for implementing a medical surveillance program for their employees.

Competent Person Requirements

Legend Companies shall identify a competent person to inspect and oversee all activities with potential airborne silica exposure. Subcontractors working on projects within the scope of this Program shall appoint a competent person capable of executing the duties described herein. The competent person must have training in the inspection of work areas and equipment and in the determination of safe working conditions. This person shall have a working knowledge of the 1926.1153 standards, shall be capable of identifying airborne silica hazards, shall determine the need for initial and additional exposure monitoring, shall recommend and implement engineering and work practice controls, shall establish levels of PPE, and shall have the authority to take action to eliminate hazards and correct incidences of noncompliance. NOTE THE WHO THE COMPETENT PERSON WILL BE IN THIS SECTION.

Planning Activities

Projects where anticipated activities involve concrete cutting, grinding, drilling, or other abrasive operations are treated as potential sources for airborne silica exposure. Additionally, existing structures and materials such as sheetrock, tile, brick, or some insulation products may contain silica. Likewise, new material installation may involve silica-containing mortar, paints, or insulation. Where process knowledge indicates the presence of silica, Legend Companies will either implement all controls required by 1926.1153 Table 1- Exposure Control Methods for Selected Construction Operations or conduct an initial determination in accordance with 29 CFR 1926.1153(d)(2).

Safe Work Practices

The requirements of this section are to be followed by Legend Companies employees, who may be exposed to airborne concentrations of silica at or above the regulatory limits. Access to work areas where respirable crystalline silica may be created shall be put in place. These can include flagging and signage.

Exposure Assessment

Legend Companies will either comply with and implement all controls required by 1926.1153 Table 1- Exposure Control Methods for Selected Construction Operations **or** conduct an initial determination in accordance with 29 CFR 1926.1153(d)(2). For each employee engaged in a task identified on Table 1, Legend Companies shall fully and properly implement the

engineering controls, work practices, and respiratory protection specified for the task in this table, unless the employer assesses and limits the exposure of the employee to respirable crystalline silica.

Table 1. Exposure Control Methods for Selected Construction Operations			
Operation	Engineering and Work Practice Control Methods	Required Air-Purifying Respirator (minimum assigned protection factor)	
		≤ 4 hr/shift	> 4 hr/shift
Using Stationary Masonry Saws	<p>Use Saw equipped with integrated water delivery system that continuously delivers water to the blade.</p> <p>Operate and maintain tool in accordance with manufacturer’s instructions to minimize dust emissions.</p>	None	None
Using Handheld Power saws (any blade diameter)	<p>Use saw equipped with integrated water delivery system that continuously feeds water to the blade.</p> <p>Operate and maintain tool in accordance with manufacturer’s instructions to minimize dust emissions.</p> <ul style="list-style-type: none"> ● When used outdoors ● When used indoors or in an enclosed area 	<p>None</p> <p>APF 10</p>	<p>APF 10</p> <p>APF 10</p>

<p>Handheld Power saws for cutting fiber cement board (with blade diameter of 8 inches or less)</p>	<p>For tasks performed outdoors only:</p> <p>Use saw equipped with commercially available dust collection system</p> <p>Operate and maintain tool in accordance of manufacturer's instructions to minimize dust emissions.</p> <p>Dust collector must provide the air flow recommended by the tool manufacturer, or greater, and have a filter with 99% or greater efficiency.</p>	<p>None</p>	<p>None</p>
<p>Using Hand Operated Grinders for uses other than tuck-pointing or mortar removal</p>	<p>For tasks performed outdoors only:</p> <p>Use grinder equipped with integrated water delivery system that continuously feeds water to the grinding surface.</p> <p>Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.</p> <p>OR</p> <p>Use grinder equipped with commercially available shroud and dust collection system, operated and maintained to minimize dust emissions. Collector must be equipped with a HEPA filter and must operate at 25 cubic feet per minute (cfm) or greater airflow per inch of blade diameter, and have a filter with 99% or greater efficiency and a cyclonic pre-separator or filter-cleaning mechanism.</p> <ul style="list-style-type: none"> ● When used outdoors ● When used indoors or in an enclosed area 	<p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p> <p>APF 10</p>

	Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.		
Handheld grinders for mortar removal (i.e. tuck pointing)	<ul style="list-style-type: none"> • Use grinder equipped with commercially available shroud and dust collection system. <p>Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.</p> <p>Dust collector must provide 25 cubic feet per minute (cfm) or greater of airflow per inch of wheel diameter and have a filter with 99% or greater efficiency and a filter-cleaning mechanism</p>	APF 10	APF 25 (PAPR with P100 filters)
Handheld and stand-mounted drills (including impact and rotary hammer drills)	<p>Use drill equipped with commercially available shroud or cowling with dust collection system</p> <p>Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.</p> <p>Dust collector must provide the air flow recommended by the tool manufacturer, or greater, and have a filter with 99% or greater efficiency and a filter cleaning mechanism.</p> <p>Use a HEPA filtered vacuum if drilled holes must be cleaned.</p>	None	None
Using Handheld Masonry Saws	<p>Use water-fed system that delivers water continuously at the cut point.</p> <p>Used Outdoors</p> <p>Used Indoors or within a partially sheltered area</p> <p>Use saw equipped with local exhaust dust collection system.</p> <p>Used outdoors</p>	<p>None</p> <p>APF 10</p> <p>APF 10</p> <p>APF 10</p> <p>APF 50</p>	<p>APF 10</p> <p>APF 10</p> <p>APF 10</p> <p>APF 50</p>

	<p>Used indoors or within partially sheltered area.</p> <p>Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.</p>		
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If Table 1 – Exposure Control Methods for Selected Construction Operations are not followed, the initial exposure assessment but be done following the instructions below:

- An exposure assessment is required when employees may be exposed to airborne silica at or above the action level in order to determine the extent to which employees are exposed and the appropriate exposure controls required.
- An initial determination of exposure shall be made at the beginning of operations. The determination shall consist of the collection of personal air samples representative of a full shift including at least one sample for each job classification in each work area, either for each shift, or for the shift with the highest exposure level.
- During the initial determination, until such time that actual airborne concentrations are determined, personnel shall be protected by respiratory protection based on task- specific anticipated airborne concentrations of silica.
- During the initial determination, and in addition to the levels of respiratory protection required, personnel shall be provided with protective clothing and equipment, hygiene facilities, and training.
- Whenever a change in equipment, process, controls, or personnel occurs, or a new task has been initiated, an additional exposure assessment is required.
- When an assessment determines that exposure has occurred above the action level but below the PEL, additional monitoring shall be required at least every 6 months. Additional monitoring shall continue until such time that the monitoring results fall below the action level on two separate occasions at least 7 days apart.
- When monitoring yields results above the PEL, then quarterly monitoring is required. In addition, the quarterly monitoring may be suspended when additional monitoring results fall below the action level on two separate occasions at least 7 days apart.
- Where the competent person can clearly demonstrate, in the absence of air monitoring data, that a work activity will not create airborne silica concentrations in excess of the action level, then air monitoring may be unwarranted. Where a negative initial determination is reached without air monitoring, the competent person must develop a written explanation as to why exposures are not expected to exceed the action level.

Communication of Hazards

- Each employee shall be provided training and demonstrate knowledge and understanding of the following:
 - Health hazards associated with exposure to respirable crystalline silica
 - Specific tasks that could result in exposure to respirable crystalline silica
 - Specific measures that are required to protect employees from exposure to respirable crystalline silica, including engineering controls, work practices, and required use of respiratory protection
 - The contents of the 29 CFR 1926.1153
 - The identity of the competent person
 - Purpose and description of the medical surveillance program
- A written compliance program shall be made available to all affected employees.
- In addition, notification to owners, contractors, and other personnel working in the area shall be made.

Control Methods

- Engineering and work practice controls, including administrative controls, shall be implemented to reduce and maintain employee exposure to silica at or below the PEL, to the extent that such controls are feasible.
- Where all feasible engineering and work practice controls that can be instituted are not sufficient to reduce employee exposure to or below the PEL, such controls shall be used, nonetheless, to reduce employee exposure to the lowest feasible level (and in conjunction with respiratory protection).
- Respiratory protection shall be selected based on guidance in 1926.1153 Table 1 or based on a Certified Industrial Hygienist's or competent person's assessment of the potential airborne exposure that may be created by the means and methods of work (high energy operations with high airborne dust generation or low energy operations with low dust generation).
- When using mechanical ventilation to control exposure, regularly evaluate the system's ability to effectively control exposure.
- If administrative controls are used to limit exposure, establish and implement a job rotation schedule that includes employee identification as well as the duration and exposure levels at each job or work station where each affected employee is located.
- A written compliance program shall be established and implemented prior to the start of operations within the scope of this Written Compliance Plan. The written program shall outline the plans for maintaining employee exposure below the PEL.
- Maintain all surfaces as free as possible from accumulations of silica. Select methods for cleaning surfaces and floors that minimize the likelihood of silica becoming airborne (such as using a HEPA vacuum).
- If vacuuming is the method selected, specialized vacuums with HEPA filtration are required. Methods to use and empty vacuums in a manner that minimizes the reentry of silica into the workplace shall be described and used. Use of household vacuums with HEPA filters are not allowed at any time for the collection of dust or debris that contains silica.

- Never use compressed air to remove silica from any surface unless it is used in conjunction with a ventilation system designed to capture the airborne dust created while using the compressed air.
- Employees shall not eat, drink, smoke, chew tobacco or gum, or apply cosmetics in any areas where exposure to silica is above the PEL (in other words, regulated areas).
- Do not allow employees to leave the workplace wearing any protective clothing or equipment that is required to be worn during their work shift without HEPA vacuum removal of dust.
- Where feasible, install shower facilities and require employees who work in regulated areas to shower at the end of their work shift. Also provide an adequate supply of cleaning agents and clean towels.
- Provide hand washing facilities for use by employees working in regulated areas. Furthermore, require employees to wash their hands and face at the end of the work shift and prior to eating or entering eating facilities, drinking, smoking, or applying cosmetics.
- Eating facilities or areas shall be provided for employees working in regulated areas. These facilities shall be maintained free of silica contamination and shall be readily accessible to those employees.

Personal Protective Equipment (PPE)

Respiratory protection must be used for the following conditions:

- During periods when employee exposure to airborne silica exceeds the PEL
- For work operations where engineering and work-practice controls are not sufficient to reduce employee exposure to or below the PEL
- During periods when an employee requests a respirator
- During periods when respirators are required to provide interim protection while conducting initial exposure assessments
- Powered air-purifying respirators (PAPR) shall be provided to employees who request such a respirator to use where it will provide adequate protection.
- Employees shall be provided, at no cost, protective work clothing and equipment including cotton coveralls or similar full-body clothing, gloves, hats, shoes or disposable shoe coverlets, face shields, vented goggles, or other appropriate PPE.

Housekeeping

- Legend Companies shall not allow dry sweeping or dry brushing where such activity could contribute to employee exposure to respirable crystalline silica unless wet sweeping, HEPA-filtered vacuuming or other methods that minimize the likelihood of exposure are not feasible.
- Legend Companies shall not allow compressed air to be used to clean clothing or surfaces where such activity could contribute to employee exposure to respirable crystalline silica unless:
 - The compressed air is used in conjunction with a ventilation system that effectively captures the dust cloud created by compressed air; or
 - No alternative method is feasible.



	TOOL	ATTACHMENT	ADAPTOR	EXTRACTOR	COMPLIANT
SDS PLUS DRILLING	D25052	< 1-1/8" SDS+	D25301D Dust Extractor Telescope with Hose + DWV9130 AirLock™ Adaptor <i>Included on D25301D</i>	DWV012 or DWV010 Dust Extractor + DWV9000 Universal AirLock™ Adaptor <i>Included on DWV012 and DWV010</i>	YES
	D25133				
	D25260				
	D25213				
	D25223				
	D25262				
	D25263				
	D25313				
	D25323				
	D25324				
	D25333				
	DC212				
	DCH133				
	DCH213				
	DCH253				
	DCH273				
	DCH293				
	DCH273	D25303DH with new DWH302DH dustbox installed	EXTRACTOR is Built Into Attachment		
	DCH273	DWH303DH			
	DCH293	DWH304DH			
DCH273P2DHO	DWH303DH Included with this Kit				
DCH293R2DH	DWH304DH Included with this Kit				
D25416	1-1/8" SDS+	DWH050K Large Hammer Drilling Dust Extraction	DWV012 or DWV010 Dust Extractor + DWV9000 Universal Connector (included on DWV010 and DWV012)		
D25413					
D25333		DWH304DH	EXTRACTOR is Built Into Attachment		
D25333KDH		DWH304DH included with this Kit			

1. System is compliant to the Exposure Control Methods described in Table 1 of 29 CFR 1926.1153 when outlined components are operated and maintained in accordance to manufacturer's instructions.



	TOOL	ATTACHMENT	ADAPTOR	EXTRACTOR	COMPLIANT
SDS PLUS DRILLING	D25052	< 1-1/8" SDS+	DEWALT Hollow Bits™ DWA54012 DWA54034 DWA54058 DWA54916	DWV012 or DWV010 Dust Extractor + DWV9000 Universal AirLock™ Adaptor Included on DWV012 and DWV010	YES¹
	D25133				
	D25260				
	D25213				
	D25223				
	D25262				
	D25263				
	D25313				
	D25323				
	D25324				
	D25333				
	DC212				
	DCH133				
	DCH213				
	DCH253				
	DCH273				
	DCH293				
	DCH273				
	DCH273				
	DCH293				
D25416	1-1/8" SDS+				
D25413					
D25333					

1. System is compliant to the Exposure Control Methods described in Table 1 of 29 CFR 1926.1153 when outlined components are operated and maintained in accordance to manufacturer's instructions.



	TOOL	ATTACHMENT	ADAPTOR	EXTRACTOR	COMPLIANT				
SDS MAX SPLINE DRILLING	DCH481	SDS MAX	DWH050K Large Hammer Drilling Dust Extraction	DWV012 or DWV010 Dust Extractor + DWV9000 Universal AirLock™ Adaptor <i>Included on DWV012 and DWV010</i>	YES¹				
	D25481								
	D25501								
	D25601								
	D25603								
	D25721								
	D25723								
	D25761								
	D25763								
	D25553								
	SPLINE								
SDS MAX DRILLING	DCH481	SDS MAX	DEWALT Hollow Bits™ DWA58001 DWA58034 DWA58058 DWA58078 DWA58118	DWV012 or DWV010 Dust Extractor + DWV9000 AirLock™ <i>Included on DWV012 and DWV010</i>	YES¹				
	D25481								
	D25501								
	D25601								
	D25603								
	D25721								
	D25723								
	D25761								
	D25763								
DEMOLITION AND CHIPPING	D25810	SDS MAX + SPLINE +	DWH053K Large Hammer Chipping Dust Extraction	DWV012 or DWV010 Dust Extractor + DWV9000 Universal AirLock™ Adaptor <i>Included on DWV012 and DWV010</i>	YES¹				
	D25831								
	D25851								
	D25891								
		3/4" HEX							
	D25899								
	D25901								
	D25941								
	D25960								
	1-1/8" HEX	DWH052K Breaker Dust Extraction							

1. System is compliant to the Exposure Control Methods described in Table 1 of 29 CFR 1926.1153 when outlined components are operated and maintained in accordance to manufacturer's instructions



Dear Customer,

The systems outlined below comply with Exposure Control Methods described in Table 1 of 29 CFR 1926.1153, which is part of the OSHA Silica Dust Rule published in March of 2016.

The DEWALT systems outlined are compliant through their adherence to the following requirements for handheld grinders in mortar removal (i.e. tuckpointing) and uses other than mortar removal.

<p>TOOL</p> <p>1. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.</p> <ul style="list-style-type: none"> • Read operator's manual provided with tool and accessories. • To minimize dust emissions use recommended shroud or cowling and dust extractor as outlined in the table below.
<p>ACCESSORIES AND SHROUDS</p> <p>1. Use grinder equipped with commercially available shroud and dust collection system.</p> <ul style="list-style-type: none"> • All DEWALT shrouds and dust collection systems are commercially available.
<p>DUST EXTRACTOR</p> <p>1. Dust collector must provide 25 cubic feet per minute (CFM) or greater of airflow per inch of wheel diameter and have a filter with 99% or greater efficiency.</p> <ul style="list-style-type: none"> • Both DWV010 and DWV012 are rated at ≥ 150 CFM (in accordance to ASTM F2106-11 standards) and are compliant when used with a ≤ 6" diameter wheel and a recommended shroud or cowling. • Both DWV010 and DWV012 ship with dual HEPA filters, which have an efficiency of 99.97%. <p>2. Dust collector must have a cyclonic pre-separator or filter-cleaning mechanism.</p> <ul style="list-style-type: none"> • Both DWV010 and DWV012 have a timed automatic filter-cleaning mechanism.

Depending on the working environment, Table 1 can also require Respiratory Protection. The details regarding this protection are outlined below for this particular task.

Task: Handheld grinders for mortar removal (i.e., tuckpointing)	Required Respiratory Protection and Minimum Assigned Protection Factor (APF)	
	≤ 4 hours /shift	> 4 hours /shift
When used outdoors.	APF 10	APF 25
When used indoors or in an enclosed area.	APF 10	APF 25

Task: Handheld grinders for uses other than mortar removal (when equipped with commercially available shroud and dust collection system)	Required Respiratory Protection and Minimum Assigned Protection Factor (APF)	
	≤ 4 hours /shift	> 4 hours /shift
When used outdoors.	None	None
When used indoors or in an enclosed area.	None	APF 10

	TOOL	ATTACHMENT	EXTRACTOR	COMPLIANT	
4" - 6" SURFACE GRINDING	D28114	4.5 - 5" ANGLE GRINDERS	DWE46152 5" Surfacing Shroud	DWV012 or DWV010 Dust Extractor + DWV9000 Universal AirLock™ Adaptor <i>(Included on DWV012 and DWV010)</i>	YES
	D28114N				
	D28131				
	D28115				
	D28115N				
	DWE402				
	DWE402N				
	DWE402K				
	DWE402G				
	DWE4214				
	DWE4222				
	DWE4222N				
	DWE4224				
	DWE46153				
	DWE43114				
	DWE43114N				
	DWE43131				
	DWE43115				
	DWE43115N				
	DWE43113	6" ANGLE GRINDERS			
	D28144				
	D28144N				
	D28140				
	D28066N				
	D28065				
	D28065N				
	D28116				
	DWE43144				
DWE43144N					
DWE43140					
DWE43066					
DWE43066N					
DWE43116					

1. Assuming that airflow is measured in accordance with ASTM F2106-11 standards. OSHA is reviewing the exact requirements for dust extraction in these applications.

	TOOL	ATTACHMENT	EXTRACTOR	COMPLIANT
4" - 6" TUCKPOINTING/CUTTING	D28114	4.5 - 5" ANGLE GRINDERS	DWE46100 6" Tuckpointing/Cutting Shroud	DWW012 or DWW010 Dust Extractor + DWW9000 Universal AirLock™ (Included on DWV012 and DWV010)
	D28114N			
	D28131			
	D28115			
	D28115N			
	DWE402			
	DWE402N			
	DWE402K			
	DWE402G			
	DWE4214			
	DWE4222			
	DWE4222N			
	DWE4224			
	DWE43114			
	DWE43114N			
	DWE43131			
	DWE43115			
	DWE43115N			
	DWE43114			
	DCG413	6" ANGLE GRINDERS	DWE46100 6" Tuckpointing/Cutting Shroud	DWW012 and DWV010)
	D28144			
	D28144N			
	D28140			
	D28066N			
	D28065			
	D28065N			
	D28116			
DWE43144				
DWE43144N				
DWE43140				
DWE43066				
DWE43066N				
DWE43116				
DWE46101				
DWE46103				
DCG414				
Fiber Cement Board Cutting	DWE575	7-1/4" Circular Saw	DWE575DC Dust Collection Shroud	YES¹

1. Assuming that airflow is measured in accordance with ASTM F2106-11 standards. OSHA is reviewing the exact requirements for dust extraction in these applications.



MILWAUKEE TOOL

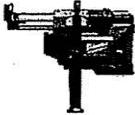
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29 CFR 1926.1153

Milwaukee® OSHA® Compliance Solutions

To Whom It May Concern,

Milwaukee®, in partnership with the Wisconsin Occupational Health Laboratory, has conducted testing on the Milwaukee SDS Plus M12™ HAMMERVAC™ Universal Dust Extractor. Results show that the 2306-20/22 SDS Plus M12™ HAMMERVAC™ Universal Dust Extractor is below the Permissible Exposure Limit (PEL) as described by OSHA 29 CFR 1926.1153 assuming it is used in accordance with manufacturer's instructions. Testing results and procedures are outlined below:

Unit Tested	Average Holes Drilled	Average Sample Duration (Minutes)	Average Respirable Crystalline Silica Concentration (µg/m³)	Permissible Exposure Limit (PEL) in OSHA 29 CFR 1926.1153
2306-22 	55	62.5	33.5 µg/m³ TWA	50 µg/m³ over an 8 hour period

- All drilling was performed overhead using a Milwaukee 2713-22 M18™ FUEL™ 1" SDS Plus D-Handle Rotary Hammer and a Milwaukee 2306-22 M12™ HAMMERVAC™ Universal Dust Extractor.
- The hole size was 5/8" in diameter and 4" deep.*
- Test procedure included both the drilling of holes and a method of emptying the dust box:
 - The dust box on the extractor was emptied and the HEPA filter was knocked out every 2 holes.
 - The dust box and filter were knocked out lightly into a bucket placed on the ground next to the drilling location.
- Concrete blocks were poured from a 5000 PSI concrete mix.
- The room size was 12'9" x 26'5" x 8'.
- The room surfaces were wiped down between trials to ensure accurate measurements
- Samples were analyzed using OSHA ID-142 by the Wisconsin Occupational Health Laboratory, an AIHA Accredited laboratory. The sampling method used meets the definition of respirable crystalline silica in 1926.1153 (a) and Appendix A of the OSHA Respirable Crystalline Silica Standard (1926.1153).
- The Time Weighted Average (TWA) was calculated assuming zero exposure to respirable crystalline silica for the non-sampled portion of a 480 minutes (8 hour) shift. Longer exposure times, assuming that the dust exposures would be similar to those collected in these trials, would likely result in higher TWAs. Factors that would affect actual user exposures include, but are not

*A 5/8" drill bit reflects the highest dust generating application, suggesting that other bit sizes would also be compliant when using the Milwaukee 2306-20/22 M12™ HAMMERVAC™ Universal Dust Extractor

limited to, the ventilation and air flow patterns in the work space, the presence of other respirable silica dust generating activities in the area, the frequency of and method used to empty the extractor, and the number and depth of the holes drilled.

- Details on how to properly implement the 2306-20/22 as a part of a complete exposure plan are outlined below*:

Maximum Number of Holes per Day**

		Hole Diameter				
		3/16"	1/4"	3/8"	1/2"	5/8"
Hole Depth	1"	3,022	1,700	756	425	272
	1-1/2"	2,015	1,113	504	283	181
	2"	1,511	850	378	213	136
	2-1/2"	1,209	680	302	170	109
	3"	1,007	567	252	142	91
	3-1/2"	863	486	216	121	78
	4"	756	425	189	106	68

Frequency of Need to Empty Dust Box***

		Hole Diameter				
		3/16"	1/4"	3/8"	1/2"	5/8"
Hole Depth	1"	89	50	22	13	8
	1-1/2"	59	33	15	8	5
	2"	44	25	11	6	4
	2-1/2"	36	20	9	5	3
	3"	30	17	7	4	3
	3-1/2"	25	14	6	4	2
	4"	22	13	6	3	2

It is the responsibility of the user to operate the tool in accordance with manufacturer's instructions. For the latest listings of approvals, visit milwaukeeetool.com. For technical or service assistance, contact Milwaukee Customer Service at 1-800-729-3878.

* These calculations are offered for reference and are calculated values based on previously recorded test data.

** The user must drill the same number or fewer holes than those listed above for the given application in order to be considered compliant with the objective data clause of 29 CFR 1926.1153 OSHA regulation on crystalline silica dust.

*** The dust box needs to be emptied out at or before the numbers specified above in order to be considered compliant with the objective data clause of 29 CFR 1926.1153 OSHA regulation on crystalline silica dust.



MILWAUKEE TOOL

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29 CFR 1926.1153 Milwaukee® OSHA® Compliance Solutions

To Whom It May Concern,

Milwaukee®, in partnership with the Wisconsin Occupational Health Laboratory, has conducted testing on the Milwaukee SDS Plus HAMMERVAC™ Dedicated Dust Extractors. Results show that the 2715-DE and 2712-DE HAMMERVAC™ Dedicated Dust Extractors are below the Permissible Exposure Limit (PEL) as described by OSHA 29 CFR 1926.1153 assuming they are used in accordance with manufacturer's instructions. Testing results and procedures are outlined below:

Unit Tested	Average Holes Drilled	Average Sample Duration (Minutes)	Average Respirable Crystalline Silica Concentration (µg/m³)	Permissible Exposure Limit (PEL) in OSHA 29 CFR 1926.1153
 2715-DE	81	63.33	14.27 µg/m³ TWA	50 µg/m³ over an 8 hour period

- All drilling was performed overhead using a Milwaukee Rotary Hammer and a Milwaukee HAMMERVAC™ Dedicated Dust Extractor.
- The hole size was 5/8" in diameter and 4" deep.*
- Test procedure included both the drilling of holes and a method of emptying the dust box:
 - The dust box on the extractor was emptied and the HEPA filter was knocked out every 5 holes.
 - The dust box and filter were knocked out lightly into a bucket placed on the ground next to the drilling location.
- Concrete blocks were poured from a 5000 PSI concrete mix.
- The room size was 12'9" x 26'5" x 8'.
- The room surfaces were wiped down between trials to ensure accurate measurements
- Samples were analyzed using OSHA ID-142 by the Wisconsin Occupational Health Laboratory, an AIHA Accredited laboratory. The sampling method used meets the definition of respirable crystalline silica in 1926.1153 (a) and Appendix A of the OSHA Respirable Crystalline Silica Standard (1926.1153).
- The Time Weighted Average (TWA) was calculated assuming zero exposure to respirable crystalline silica for the non-sampled portion of a 480 minutes (8 hour) shift. Longer exposure times, assuming that the dust exposures would be similar to those collected in these trials, would likely result in higher TWAs. Factors that would affect actual user exposures include, but are not limited to, the ventilation and air flow patterns in the work space, the presence of other respirable

*A 5/8" drill bit reflects the highest dust generating application, suggesting that other bit sizes would also be compliant when using the Milwaukee 2715-DE and 2712-DE HAMMERVAC™ Dedicated Dust Extractors

silica dust generating activities in the area, the frequency of and method used to empty the extractor, and the number and depth of the holes drilled.

- Details on how to properly implement the 2715-DE or 2712-DE as a part of a complete exposure plan are outlined below*:

Maximum Number of Holes per Day**

		Hole Diameter				
		3/16"	1/4"	3/8"	1/2"	5/8"
Hole Depth	1"	10,800	6,075	2,700	1,519	972
	1-1/2"	7,200	4,050	1,800	1,013	648
	2"	5,400	3,038	1,350	759	486
	2-1/2"	4,320	2,430	1,080	608	389
	3"	3,600	2,025	900	506	324
	3-1/2"	3,086	1,736	771	434	278
	4"	2,700	1,519	675	380	243

Frequency of Need to Empty Dust Box***

		Hole Diameter				
		3/16"	1/4"	3/8"	1/2"	5/8"
Hole Depth	1"	222	125	56	31	20
	1-1/2"	148	83	37	21	13
	2"	111	63	28	16	10
	2-1/2"	89	50	22	13	8
	3"	74	42	19	10	7
	3-1/2"	63	36	16	9	6
	4"	56	31	14	8	5

It is the responsibility of the user to operate the tool in accordance with manufacturer's instructions. For the latest listings of approvals, visit milwaukeeetool.com. For technical or service assistance, contact Milwaukee Customer Service at 1-800-729-3878.

-
- * These calculations are offered for reference and are calculated values based on previously recorded test data.
 - ** The user must drill the same number or fewer holes than those listed above for the given application in order to be considered compliant with the objective data clause of 29 CFR 1926.1153 OSHA regulation on crystalline silica dust.
 - *** The dust box needs to be emptied out at or before the numbers specified above in order to be considered compliant with the objective data clause of 29 CFR 1926.1153 OSHA regulation on crystalline silica dust.

SECTION 12: ACKNOWLEDGEMENT OF RECEIPT AND REVIEW

**LEGEND COMPANIES AWAIR PROGRAM
ACKNOWLEDGEMENT OF RECEIPT AND REVIEW**

I acknowledge that I have received and reviewed a copy of the Legend Companies AWAIR Safety Program. I understand it is my responsibility to read this and the safety rules provided in the local union labor agreement and any additional safety rules as provided by the Company. I agree to obey the rules and codes I have read in this Safety Program. I will notify the Lead Field Personnel or Company Safety Director if any safety questions arise.

I am aware that I must report all work related injuries to the Workers Compensation Claims Administrator, Safety Director or my direct Manager within 8 hours of the injury.

I understand that it is my responsibility to constantly evaluate the safety of the working situation.

I understand that failure to follow safety rules will result in the following disciplinary actions:

- 1ST Offense Written warning with possible disciplinary action depending on severity of infraction.

- 2nd Offense Written warning with possible disciplinary action depending on severity of infraction.

- 3rd Offense Written warning with disciplinary action, which could include discharge for cause.

I authorize the Company to send copies of all written disciplinary actions to the appropriate local union authorities.

By signing this acknowledgement form, my signature represents my willingness to cooperate with the Company's Safety Policy and Federal and State safety laws. The Federal Occupational Safety and Health Laws (OSHA) were enacted for my benefit and I will cooperate with all regulations set forth.

EMPLOYEE NAME *(Please Print)*

EMPLOYEE SIGNATURE

DATE

EMPLOYER REPRESENTATIVE/SAFETY DIRECTOR

DATE