



# **SITE SPECIFIC SAFETY PLAN**

**Revised on 05/2021**



**SAMET SAFETY**  
**Safeguarding Families**

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## **SITE SPECIFIC SAFETY PLAN**

This SSSP was prepared to assist all workers in understanding the health and safety expectations and requirements of Samet Corporation on this project. Compliance with this Plan is expected and a condition of work. Contractors' project managers and superintendents have overall responsibility for the implementation and the execution of this Plan.

On this project site, Samet Corporation enforces its Safety Program through its Superintendent, Safety Manager and other designees and weekly meetings with our own labor force and contractor employees (including tiers) stressing the importance of maintaining a safe and productive work site.

Health and safety will always remain the top priority for all levels of management, supervision, and workers engaged in construction activities. Health and safety will never be sacrificed in lieu of schedule, cost, production, or any other component of the work process.

To comply with this philosophy, the project's contractors will:

- ❖ Thoroughly plan all work activities and operations so they are performed safely, as well as efficiently.
- ❖ Effectively communicate the health and safety requirements of Samet Corporation this Site-Specific Safety Plan to all contractors and their workers through open communications, comprehensive training, assessments, and workplace inspections.
- ❖ Develop an understanding, among those in leadership on this project, of their responsibilities and accountability for providing a safe and healthful workplace.
- ❖ Plan and coordinate work operations and activities to minimize or eliminate situations which may jeopardize worker's health and safety due to conflicting or simultaneous work operations or activities.
- ❖ Communicate to all workers that safety is their responsibility, and they will be held responsible, accountable, and assigned the appropriate authority for their individual safety and the safety of their co-workers.

All contractors will incorporate, as a minimum, OSHA 29 CFR 1926 Construction Safety Standards, OSHA 29 CFR 1910 General Industry Standards (as applicable), specific state safety regulations, specific owner requirements, project safety rules, and this SSSP when determining the safe work practices and protection of all workers. If any of these standards, requirements, or procedures conflict, the more stringent requirement shall prevail.

### ***Refer to Samet's TSW "Above OSHA Requirements"***

The term "contractor" within this document refers to any contractor or subcontractor of any and all tiers. Samet Corporation, as the general contractor, is referred to by name.

## **SITE SPECIFIC SAFETY COMMITTEE**

A site-specific safety committee will be utilized to assist project team in implementing this SSSP and to work as a team to identify and correct safety or health hazards, identify unsafe work practices and offer solutions to safety issues. Participation is mandatory and each contractor must designate at least one (1) foreman level (or higher) to actively participate.

### ***Refer to Samet's TSW for Project Safety Committee***

## **CONTRACTOR SAFETY PERFORMANCE**

Samet Corporation expects all contractors to execute their work on this project with a proactive commitment to safety at all levels. Each contractor should plan their work focusing on protecting their workers from incidents and injuries. The following are actions that each of us can take to improve safety performance on this project:

- Attend and actively participate in toolbox meetings.
- Discuss safety in all meeting.
- When you talk about safety, talk about people, not numbers or statistics.
- Ask where the next injury is likely to happen and what can be done to prevent it – Run The 2 Minute Drill
- Fill a Pre-Task Plan for all high-risk activities on a daily basis and have it communicated/acknowledged by all crew members involved.
- Recognize individuals and groups daily for working safely – Implement MVA program
- Take positive actions when you see someone doing something you believe is unsafe. Talk to them about your concern for their safety, not about violating rules or procedures -Safeguarding Families
- Take responsibility for people’s safety that work with you, for you and around you.
- Fine ways to express care and concern for people and work to improve the dignity and respect people experience on the project.
- Make and keep promises around safety issues.

Samet Corporation or their representative will continually monitor and assess each contractor for compliance with this SSSP and appropriate regulatory requirements.

Immediate corrective action will be taken to eliminate any safety discrepancy, hazard, at-risk behavior, or violation observed.

## **DESIGNATED CONTRACTOR COMPETENT PERSON**

Each contractor will designate a competent person as defined by OSHA 29 CFR 1926.32(f) as “one who is capable of indentifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous, or dangerous to employees, and who as authorization to take prompt corrective measures to eliminate them” as their project safety representative. This person(s) name will be submitted to Samet Corporation and this person must have the authority and responsibility to ensure the proper implementation and enforcement of this SSSP.

The General Trades Competent Person/Foreman designated will be expected to have an adequate knowledge of OSHA construction standards,

The Scaffold Competent Person designated to oversee erection and dismantling of scaffolds will be expected to have an above average knowledge of OSHA 29 CFR 1926.450 Subpart L –Scaffolds, and proof of qualification training.

The Trenching and Excavation Competent Person designated to oversee digging trenches and excavations will be expected to have an above average knowledge of OSHA 29 CFR 1926.650 Subpart P – Excavations, and proof of qualification training.

The Fall Protection Competent Person designated to oversee his company’s fall protection plan will be expected to have an above average knowledge of OSHA 29 CFR 1926.500 Subpart M – Fall Protection, and proof of qualification training.

The Electrical Competent Person designated to oversee his company’s electrical protection plan will be expected to have an above average knowledge of OSHA 29 CFR 1926.400 Subpart K and NFPA 70E – and proof of qualification training,

The Rigging qualified person designated to oversee the rigging of structural steel, concrete panels, materials or other equipment hoisted above the ground will be expected to have an above average knowledge of OSHA 29 CFR 1926.251. Competent Person designated for rigging structural steel shall have an above average knowledge of OSHA 29 CFR 1926.753 Hoisting and rigging, and formal training.

The Safety Competent Person designated to oversee the safety of their employees and subcontractors will be expected to have an above average knowledge of OSHA construction standards.

As a minimum, each of these competent persons must:

- be proficient in the development and execution of pre-task safety plans, competency plans and risk/severity assessments. Audit, document and submit as required.
- obtain an OSHA 10-hour certificate from a certified OSHA trainer and a minimum of 3 years' experience as a foreman/competent person. OSHA 30-hour certificate and at least 5 years construction safety training is highly recommended. Experience must be in the non-residential construction industry.
- obtain certified competency training conducted by an authorized OSHA certified trainer.
- conduct regular safety meetings with workers to instruct them on safe work practices and requirements.
- timely submission of all safety related documents.
- conduct documented pre-task safety plans and communicate daily to workers to ensure compliance with safe work practices, this Site Safety and Prevention Program and OSHA safety regulations.

For the purposes of this Program, the use of the words "competent person", in any format, is defined pursuant to the OSHA definition as stated above.

### **WORK-RELATED INJURIES, ILLNESSES, AND INCIDENT INVESTIGATION - MONTHLY INCIDENT SUMMARY REPORTS**

An incident is defined as any unplanned or undesired event that results in or has the potential to result in a work-related injury/illness, property damage, or disruption of business where the cause was from human errors or omission.

Every incident will be investigated to determine the probable root causes (s) and steps required preventing a similar occurrence from happening in the future. All contractors must fully cooperate with Samet's investigation under the law.

All work-related injuries/illnesses and incidents must be reported to Samet Corporation immediately and submit a preliminary report within 24 hours of the incident. A final report must be submitted within 48 hours for review and implementation of lessons learned to prevent further incidents from occurring.

Each contractor must submit a report monthly indicating the below information. This form must be submitted even if the subcontractor has no incidents to report.

- Total man hours worked, first aid cases, OSHA medical treatment cases & lost workday cases, restricted work cases.

### **CONTRACTOR SAFETY SUBMITTALS**

Prior to beginning work, each contractor shall submit the following minimum (but not limited to) documentation:

- Contractor's written site-specific safety programs including, but not limited to substance abuse and silica exposure control.
- Contractor's written housekeeping plan and Samet Housekeeping Commitment Agreement
- Energized Work Permit.
- Detailed job hazard analysis/pre-task safety plan
- Personal protective equipment hazard assessment and certification (if applicable)
- Annual crane inspections
- Verification of OSHA and or project required training as necessary. Employee training shall be verified by contractor's management and documentation of training submitted to Samet team. Examples of training may include:
  - OSHA 10- and 30-hour construction safety training
  - Fall protection
  - Pre-task safety training and risk assessment
  - Ladders
  - Scaffolds
  - Trenching
  - Crane signalperson
  - Confined spaces
  - Respiratory protection
  - Lockout/Tagout
  - Rigging (plan)

- Mechanized equipment (all types) operators
- Traffic control (public right-of-way)
- First aid
- Competent persons by scope of work

Throughout the course of the project each contractor will be required to submit various on-going safety documents as required by the scope of work. These submittals may include but are not limited to:

- Weekly Jobsite Inspection Checklist.
- Daily documented scaffold, trench, crane, aerial lift, rigging/hoisting equipment, PFAS, welding machines, generators, ladders, power tools, heavy equipment (i.e., backhoe, dump truck, front end loader) and forklift inspections.
- Weekly safety toolbox meeting training records.
- Daily pre-task safety plan
- Air sampling data (if respirator in use)

### **VIOLATION OF SAFETY AND HEALTH REQUIREMENTS**

Violations of statutory health and safety regulations, project safety rules and policies contained in this plan or at-risk behavior will not be tolerated. All identified hazards are to be abated immediately. When a hazard cannot be immediately corrected, a written explanation is to be submitted to Samet Corporation team. Failure to correct hazards may result in disciplinary actions or suspension of part or all work.

### **DISCIPLINARY PROGRAM**

Each worker has an individual responsibility to work safely and minimize unsafe actions. Samet Corporation reserves the right to discipline any contractor based on safety violations committed by their employees of any tier, or the contractor itself.

Samet Corporation has established a progressive disciplinary program as outlined below:

Committing an unsafe act, practice of disregard for policies (see below) that is not considered Immediately Dangerous to Life or Health (IDLH) can result in the following consequences:

- First occurrence: Verbal warning with a note to file
- Second occurrence: Written warning, re-training, or action to include, but not limited to suspension from project, holding monthly invoice checks, etc.
- Third occurrence: Written notification of actions up to termination from project site.

Other-than-serious unsafe safety acts may consist of, but not limited to:

- Failure to wear hard hat properly.
- Failure to wear safety glasses/eye protection when required.
- Failure to use hearing protection when required.
- Failure to wear proper work boots/shoes and clothing.
- Failure to wear seatbelts on mechanized equipment.
- Failure to have first aid kit.
- Using frayed/cut drop cords.
- Using drop cords less than #14 AWG.
- Using unrated ladders.
- Failure to submit daily safety reports.
- Failure to submit weekly toolbox safety talks.

Committing unsafe acts and or practices that are considered Immediately Dangerous to Life and Health (IDLH) may result in worker and supervisor's immediate removal from the project. Samet Corporation also reserves the right to immediately discipline/sanction a contractor. Sanctions include but are not limited to immediate abatement of the IDLH condition/hazard or a mandatory meeting with contractor's ownership to discuss actions to improve safety performance. Samet Corporation reserves the right to terminate a contractor for repeated IDLH safety violations.

IDLH safety violations may include, but are not limited to:

- Failure to follow fall protections requirements.

- Removing guard rails and not putting them back in place.
- Working in an unprotected trench greater than 5 feet deep.
- Failure to follow the Substance Abuse Policy.
- Possession of firearms, explosives or dangerous weapons.
- Violation of project security rules and procedures.
- Fighting, horseplay, practical joking or gambling.
- Entering a confined space without following procedures.
- Failure to follow lock-out/tag-out procedures.
- Working on energized circuits without an energized hot work permit.
- Physical altercations, or any sort of harassment (investigated).

It is impossible to publish every safety rule to cover every circumstance. However, if workers fail to follow safe work practices not covered by this policy, disciplinary actions will be assessed based on Samet Corporation's assessment of the violation.

### **SUBSTANCE ABUSE POLICY**

This project is committed to providing a safe, drug free workplace for all employees. This policy applies to all Samet Corporation contractors, vendors and other third-party employees.

The use, sale, offer to sell, purchase, and transfer, distribution, or possession of drug paraphernalia, any detectable amounts of alcohol or illegal drug, firearm, or other dangerous weapons by any employee on this project is prohibited. Each contractor will promote a Drug Free Workplace with their employees and communicate during the safety orientation what constitutes prohibited activities. Every worker involved in an incident shall have a post incident drug/alcohol test performed within three (3) hours after the incident. Any worker on the project site who is reasonably suspected of being under the influence of alcohol or a controlled substance shall be tested. Contractors are responsible for having their workers tested at an approved facility and reporting the results to Samet. Any worker that refuses to test, stall to be tested, are uncooperative with collectors, or attempt to alter a urine specimen will be considered positive and immediately removed from the project.

### **SAFETY PLANNING**

#### Job Hazard Analysis (Completed by Contractor Superintendent and Project Manager)

Prior to starting work on this project, each contractor will submit a written Job Hazard Analysis (JHA) for their scope of work. The JHA can be included in the Site-Specific Safety Plan. The JHA must identify and outline each work component or activity, list the potential safety hazards, risk/severity assessment and health hazards associated with each activity. It must also describe what safety controls, PPE, tools and equipment will be implemented and required to mitigate the recognized hazards and safely complete each activity.

#### Pre-Task Safety Planning (Completed by Contractor Foreman or First Line Supervisor)

Each Foreman, designated supervisor and/or workers will analyze each task to be performed by scope of work and identify the work sequences, hazards, and controls necessary to protect workers from the identified hazards. Our hierarchy of controls must be observed. The Pre-Task Safety Plan (PTP) will be communicated daily to each crew performing work on this project. Each employee will sign the PTP acknowledging the safety procedures while engaged in the task. In cases of a changed construction activity, the employee or contractor's competent person must assess the change(s), retrain his employees and document that re-training in his daily pre-task safety plan and field report.

2 Minute Drill -throughout the day, each worker should run the 2 Minute Drill to help prevent any potential accidents.

### **SAFETY INSPECTIONS**

Each Contractor performing work will be responsible for conducting weekly safety inspections of their work area, tools and equipment (daily). The following inspections will be required as applicable to ongoing work activities. Safety forms or permits can be obtained from project team.

#### General Daily Worksite Safety Inspections (weekly documentation Required)

Each contractor will perform a visual general safety inspection of their work area where their employees and subcontractors are working daily. Subcontractor's competent person will use their daily pre-task safety plan when assessing the potential hazards

utilizing a hierarchy of risk control. Safe work practices and physical hazards must be verified while conducting inspection of their work areas. Samet weekly Worksite Safety Inspection form or equivalent form must be used to document these inspections and the completed corrective actions

#### Daily Inspections

Contractors using the below equipment or performing the specific type of work will designate a competent person to inspect and document each day prior to use.

Scaffolds, trenches, cranes, forklifts, aerial lifts, material handling and hoisting equipment, rigging, ladders and hand and power tools.

Notes: All rigging equipment shall be inspected and certified by contractor prior to use and as a minimum monthly.

A visible inspection tag must be used for scaffolds and mechanized equipment.

Each contractor who requires their employees to wear personal fall arrest systems (PFAS) shall inspect harnesses and lanyards as required. Workers engaged in steel working activities shall inspect harnesses and lanyards daily. All others shall inspect harnesses and lanyards monthly (or as required by manufacturer), color code or tag them to indicate current inspection.

#### **SAFETY TRAINING**

Safety and health training are a requirement and mandatory for all and contractor workers assigned to this project to promote and ensure that an incident and injury free environment exists.

#### Safety Orientation:

All project management, supervisors, and workers shall attend site-specific safety orientation training and will be allowed to start work until they have attended.

Upon conclusion thereof, all personnel will be given a hard hat sticker verifying that they have been through the orientation and will, be asked to sign the orientation summary and the Samet "I am Committed to Safety For" sign.

#### **GENERAL SAFETY GUIDING PRINCIPLES**

Clean and safe working conditions are essential for achieving an Incident and Injury Free Environment. Everyone must maintain a strong personal desire to think and act safely.

The following Safety Guiding Principles will be used to guide all work activities on this site and to help foster a culture of ensuring that all workers go home safely to their families each day.

- Everyone is responsible for safety and health -
- We look out for each other –
- Safety is planned into our work –
- All injuries are preventable –
- All deficiencies will be resolved immediately –
- Management is accountable for preventing injuries –
- Everyone must be trained to work safely & healthfully –
- Working safely and healthfully is a condition of employment –
- We measure safety performance –
- React to incidents, not just injuries –
- Off the job safety is as important as on the job safety
- Every worker has 100% Stop Work Authority (SWA)



## **EMERGENCY ACTION PROCEDURES**

A site-specific emergency action plan (EAP) will be written, and all subcontractor competent persons will be provided a copy will be discussed during the project safety orientation meeting.

A site-specific emergency action plan (EAP) will be written and maintained in the Samet field office The EAP determines the proper access/egress of emergency equipment and/or personnel into or out of the site in case of emergency.

- Project superintendent will activate EAP using 3 long air horn blasts and/or phone communication to subcontractor competent persons.
- Supervisors will be directed to key locations on the site to assist in an emergency.
- Each employee is expected to follow direction of supervisors and cooperate in any emergency action effort.
- Personnel should evacuate the site in an orderly fashion if instructed to do so by supervisors.
- If you become aware of an emergency or an injury, notify a supervisor immediately.

Personnel are strictly forbidden to discuss project conditions, incidents, or emergencies with the media, press or any person not associated with the project.

## **PROJECT SITE SECURITY**

“No Trespassing” signs shall be posted at the project site to prevent casual entry by the public (See Project Signage TSW). All construction traffic and parking will follow Site Logistics plan.

All workers may be subject to Samet Corporation disciplinary procedures for violation of project security measures and will be held under applicable Local, State and Federal laws for any offenses that violate said laws including but not limited to:

- Possession of firearms and other weapons
- Fighting or horseplay.
- Being on project while under the influence or possession, distribution, or offering for sale of alcohol or controlled substances.
- Theft.
- Smoking in unauthorized areas.
- Negligent damage of owner’s property or the property of contractors or employees.

## **FIRST AID POLICY**

In the event an employee is injured on the job, first aid kits are available for the employee to treat their own injuries. First aid kits will be in the vicinity of the work area and contents of the kit inspected when brought on site. Subcontractor Foreman will notify project superintendent or his representative if employees use first aid items. In the event of a serious injury, 911 will be called.

No employee is required to treat another’s’ wounds. However, in the event “Good Samaritan” assistance is rendered, the exposed employee and victim will be evaluated by a medical clinic or doctor for Blood Borne Pathogens exposure control within 24 hours. The exposed employee will receive general blood borne pathogen training pursuant to OSHA 1910.1030 requirements.

## **HEAT STRESS**

Work involving high air temperature, radiant heat sources, high humidity, direct physical contact with hot objects or strenuous physical activities have a high potential for inducing heat stress in workers engaged in construction activities.

Workers should consume adequate liquids and take necessary rest breaks to help prevent heat disorders. Water is recommended over carbonated beverages or sport drinks like Gatorade.

### **Heat Disorders and Health Effects**

**Heat stroke:** Occurs when the body temperature rises to critical levels, Heat stroke is a medical emergency. Do not send worker home or leave unattended.

Heat Exhaustion: Symptoms often are non-specific and may be sudden in onset. These symptoms often resemble a viral illness. It is caused from dehydration where a large loss of body fluid causes a slowing of the circulatory system.

Heat Cramps: Usually caused by performing hard physical labor in a hot environment. They are caused from an electrolyte imbalance or by too little or too much salt.

## **HAZARDOUS COMMUNICATION/SDS**

All contractors will submit their hazardous communication program and SDS to the Samet team prior to the start of work. Each contractor must supervisor employees under his direct supervision for proper training and proper precautions prior to the hazardous chemical's introduction to the jobsite. The following information will assist in understanding OSHA Hazardous Communication requirements:

### List of Hazardous Chemicals

The team will maintain a master list of all hazardous chemicals on the project. This list will be in the trailer and available for all employees upon request.

### Safety Data Sheets (SDS's)

Each contractor must have ready access to the SDS for all chemicals they bring to the project site.

#### Labels and Other Forms of Warning

Each contractor will ensure all containers on the site have proper, up-to-date labels.

### Training

Each contractor is responsible for the proper training of their employees.

### Contractor Employees

Project team will advise contractors of location of hazardous chemical inventory list during the safety orientation.

Each contractor bringing chemicals onsite must provide a copy of their written Hazardous Communication Program including all SDS's to Samet team prior to mobilization on the jobsite.

### Community Right to Know

Each project location will cooperate with city and county officials to comply with requirements of the OSHA standards regarding hazardous materials onsite.

## **FALL PROTECTION**

All individuals will take all practical measures to eliminate, prevent, and control fall hazards. All work will be planned with the intent to eliminate identified and potential fall hazards. Samet Corporation's fall protection policy and OSHA 29 CFR 1926.500 Subpart M govern the requirements to protect workers exposed to falls. Additionally, Samet Corporation's fall protection policy is 100% fall protection when exposed six (6) feet or greater above a lower level. The use of conventional fall protection systems (passive preferred) shall be utilized to protect workers from falls to lower levels. Workers wearing personal fall arrest systems shall not free fall more than six (6) feet or contact a lower level.

A written fall protection and prevention plan, including a rescue plan as applicable, may be required as deemed necessary by Samet Corporation. Contractors engaged in the following shall submit their fall protection plan for approval prior to beginning work on site: Steel erection, concrete (cast in place), wood framing, dry laid masonry wall (segmented), pre-cast concrete walls, tilt-up concrete walls, and roofing work. The plan must be agreed to prior to beginning work and the designated competent person must enforce said plan.

Acceptable fall protection systems include the following conventional systems: guardrails, safety netting, floor and wall hole covers, positioning device systems, fall restraint systems, protection from falling objects and personal fall arrest systems.

**\*\*\*Safety monitoring systems as part of a warning line fall protection system is prohibited.\*\*\***

Workers exposed to fall hazards shall be uniformly equipped, trained, and given periodic refresher training in fall protection at specific intervals to minimize the adverse effects of accidental falls. Fall protection training records will be maintained on the project and available for review by Samet Corporation.

#### Flat Roof fall protection program: Warning line systems:

There are times when a warning line is necessary. The roofers shall place the warning line as close as six (6) feet from the edge. For the other trades working on a roof the warning line must be 15 feet from the edge.

Anyone outside of the warning line system is required to wear personal fall protection.

Personal fall arrest systems will be required for workers on ladders when the following conditions are present:

- center of worker's body is outside the side rails of the ladder,
- ladder is positioned such that its distance to a leading edge or open-sided floor is less than the working height of the ladder,
- 3 points of contact cannot be maintained when climbing,
- Competent Person evaluation of conditions, working greater than 6 feet above a lower level and tying off does not create an additional hazard on the ladder.

General fall protection requirements:

Workers are not required to tie off on properly constructed scaffolds, elevated decks and elevated platforms that have proper perimeter guardrail systems. Personal fall arrest systems will be required if the perimeter guardrail system must be removed.

Any contractor that creates a floor hole or penetration larger than 2 inches will be responsible for protecting that opening and properly marking it with the words "HOLE-DO NOT REMOVE" or "COVER-DO NOT REMOVE" in languages that the workers speak most prevalently.

#### **SCAFFOLDS AND AERIAL LIFTS**

All Contractors shall identify a Competent Person responsible for the erecting and dismantling of all scaffolds according to OSHA regulations (29 CFR 1926 subpart L- Scaffolds) and Codes of Safe Practice (Scaffold Industry Association). Records will be maintained for scaffold training and be available for review by Samet Corporation team. The Competent person shall submit to Samet Corporation Superintendent or his representative a fall protection plan for erecting and dismantling scaffolds.

Employees working on scaffolds 6 feet above a lower level shall be protected from falling by either a standard guardrail system or personal fall arrest system. Any use of a personal fall arrest system used on a scaffold shall be approved by Samet Corporation team and Samet Corporation EHS Director. The subsequent specific scaffold requirements shall be followed:

- All scaffolds shall be erected under the supervision of a competent person and inspected daily. Scaffold tags or equivalent shall be used to document the inspection. Green Tags - Approved ready for use. Yellow Tags - Caution if restrictions are required. Red Tags – Scaffold unsafe do not use. Narrow span scaffolds (Baker scaffolds) are required to be inspected and tagged.

#### Aerial Lifts

- All contractors are required to ensure that their workers are properly trained in the use and operation of aerial lifts, including any manufacturer specific requirements and OSHA requirements of 29 CFR 1926 subpart L.
- Workers must wear their personal fall arrest system while working on any mobile elevated working platforms.

#### **PERSONAL PROTECTIVE EQUIPMENT**

All personal protective equipment (PPE) shall meet applicable standards of the American National Standards Institute (ANSI), American Society for Testing and Materials (ASTM) and properly used in accordance with the manufactures' recommendations. Each employer shall furnish their employees approved PPE that fits to size and provide training in the selection, use and care of such, retraining to be performed as necessary. Employees must maintain their PPE in good sanitary conditions, if defective or showing signs of excessive wear PPE must be replaced. All persons entering the jobsite will, as a minimum, wear the following personal protective equipment at all time in the designated work area while on this project (except in office and lunch areas). At no times during the project will PPE requirements be relaxed.

#### Head Protection

An approved hard hat must always be worn.

#### Eye and Face Protection

- Safety glasses (Z87.1) with side shields must always be worn.
- Workers that wear prescription safety glasses may do one of the following:
  - Obtain prescription safety glasses (Z87.1) with rigid side shields.

- Wear over- the- glass safety glasses.

In addition, the following eye/face equipment must be worn when performing the following work activities:

- |                              |                                     |
|------------------------------|-------------------------------------|
| • Arc welding                | Welding hood with proper shading*.  |
| • Burning                    | Burning goggles with proper shading |
| • Grinding or cutting metals | Face shield*                        |
| • Drilling (rock)            | Face shield*                        |
| • Chemical handling          | Face shield*                        |
| • Molten materials           | Face shield*                        |
| • Corrosive liquids          | Face Shield*                        |
| • Concrete pouring           | Face Shield*                        |

Note: \* Safety glasses will be worn in conjunction with face shields and welding hoods.

#### Foot Protection

Above the ankle hard soled work boots or shoes that are in good condition must always be worn. Safety toed work boots if worn must conform to ASTM F2412-05 & ASTM F-2413-05.

#### Work attire

- Shirt sleeves will have a minimum length of 4 inches. No shorts, tank tops, or cut-off shirts are permitted.
- All personnel shall wear a reflective vests or high visibility clothing while in the designated work zone. During the hours of dusk to dawn ANSI class II reflective vests or clothing shall be worn.
- Long pants that fit properly around the waist and of a proper length so as not to create a trip hazard
- Long hair must be contained so as not to create a hazard of getting caught.

#### Respiratory Protection

All contractors are required to determine if hazards exist that require respiratory protection. If so, the Competent Person must submit a plan to the Samet team prior to the start of work. Respiratory protection would be required if OSHA permissible exposure limits are exceeded, and no means of engineering controls could be used. Subcontractor would be responsible for determining the exposure level by sampling for airborne contaminates.

When respiratory protection is required, the employer must establish a comprehensive respiratory protection program, as outlined in OSHA's Small Entity Compliance Guide for Respiratory Protection and as required in the OSHA respiratory protection standard [29 CFR 1910.134 and 1926.103].

#### Use of Respirators

As the primary means of preventing or minimizing exposures to airborne contaminants, use effective source controls such as substitution, automation, enclosed systems, local exhaust ventilation or wet methods.

#### Hearing Protection

Approved hearing protection will be worn as specified in posted areas and while working with or around high-noise level producing machines, tools, or equipment. A good rule to follow is: When you must raise your voice to be heard, you need hearing protection. Exposure to impulsive or impact noise must not exceed 140dB noise level.

#### Hand Protection

Workers will wear appropriate level of hand protection as necessary and as determined by the Competent Person to prevent hand and finger injuries.

#### Additional Protections

Specific activities may require that additional personal protective equipment be worn such as working on energized circuits. Contractors and their Competent Persons shall evaluate the need for additional protection based on their pre-task safety plan.

#### Hand and Power Tools

All hand and power tools will be operated, kept in good condition and regularly maintained per manufacturer's recommendations. Workers working 6 feet or greater above a lower level while using handheld tools and or power tools that may be subject to dropping shall be tethered or area barricaded to prevent tool from hitting unsuspected workers below.

## **HOUSEKEEPING AND ORDERLINESS**

All persons shall always maintain their work locations in an orderly and clean manner. Daily cleanup of work areas is mandatory for all trades on site. Subcontractor competent person shall submit a housekeeping plan to project team prior to starting work.

### **Samet Corporation Cleanliness Standard**

Dumpsters for general trash, construction debris (wood, metal, concrete and etc) and recycling dumpsters will be provided pursuant to contract requirements. Contractors shall provide trash containers on site for general trash and debris. All miscellaneous trash generated by workers shall be deposited in a container or in the back of pickup trucks daily. Do not throw bottles, food wrappers, cups or any other types of trash on the floor or ground. When containers are  $\frac{3}{4}$  full, they will be either removed from the site or dumped in a large metal dumpster. Contractors, as required by contract, will provide their own dumpsters for their specific excess materials and allocate adequate resources to ensure this housekeeping standard is maintained throughout their time on the project. Project team shall address this housekeeping standard with all subcontractors prior to beginning work.

### **General Housekeeping Requirements:**

Housekeeping is an important part of our daily work. All materials, equipment, etc. brought on site shall be organized and stored in areas designated by Samet project team. Trade partners are responsible for organizing material, equipment, and tools so they do not create tripping hazards or impede/block exits. Trade partners are responsible for daily clean up of excess material and debris which shall be deposited in appropriate containers throughout the day. When work is completed in a room or area all excess material and debris shall be removed and broom cleaned.

***Refer to Samet's "Housekeeping Commitment Agreement" as provided by the project team***

## **LADDER SAFETY**

Samet Corporation requires all portable ladders to be rated heavy duty Type 1, 1A, or 1AA. Type II or Type III Ladders (<225 Lbs.) and all types of aluminum ladders are prohibited. Job made ladders shall comply with ANSI A14.4 1979 and 2009 as well as OSHA 29 CFR 1926 Subpart X. Contractor Competent Person shall evaluate the use of personal fall protection systems while on ladders greater than 6 feet above the finished floor the ladder sits on.

Refer to manufacturer's specifications for the proper use of all ladders.

## **ELECTRICAL SAFETY**

The following regulations apply to both temporary and permanent electrical installations used on this Project site. Electricians working on exposed live (50 to 280 volts) parts shall wear the appropriate level of personal protective equipment required under NFPA 70e and as designated by the Competent Person.

- Extension cords used with portable electrical tools and appliances shall be #14 AWG or greater and be three-wire type designed for hard or extra-hard usage. Grounds are never to be removed from the extension cords.
- All flexible cords plugged into a generator with an output of 5KW or greater and all flexible cords plugged into the permanent wiring of the building shall be protected by a ground fault circuit interrupter (GFCI).
- Any replacement plug ends installed on flexible cords shall be UL/FM approved for its intended use. Note: Open construction sites are considered wet locations. UL/FM approved water-resistant replacement plug ends would be acceptable.
- Temporary lights shall be equipped with guards to prevent accidental contact with the bulb. "Red" bulbs will be used to designate exit ways. Temporary lighting circuits shall be permitted within cable assemblies, or within multi-conductor cord or cable of a type identified for hard usage or extra-hard usage.
- Electrical and extension cords or cable are not to be laid on floors, in walkways, etc., unless it is impractical to do otherwise. They should be suspended or protected in such a way as not to block or hang in walkways, doorways, or work areas.
- It is Samet Corporation policy that electrical panels shall be de-energized and locked out prior to being worked on. However, if any work on energized circuits is required with panels removed an "Energized Work Permit" and safety plan shall be submitted and reviewed by Samet project team and EHS Director. Compliance with NFPA 70E is mandatory. PPE requirements shall comply with NFPA 70E Hazard Risk Classification Table 130.7 (c)(9) and 130.7 (c)(10).
- A weekly cord roll-up program is required on this project. This includes cords of every type, not just extension cords.

## **TRENCHING & EXCAVATION SAFETY**

The following regulations apply to all trenching and excavation activities on this site: OSHA CFR 1926, Subpart P.

- Any contractor engaged in trenching operations deeper than 5 feet shall designate a Competent Person and inform Samet Corporation team.
- Underground utilities must be located.
- Trenches or excavations greater than 5 feet in depth will be sloped, benched, or otherwise protected from cave-ins as determined by the Competent Person. Sloping, benching or other protective systems are recommended for any trenches and excavations over three (3) feet in depth.
- Protective systems designed to be placed in trenches such as trench boxes must have tabulated data available for review as necessary.
- Spoil piles and other materials will be placed a minimum of 2 feet from the edges of all trenches and excavations.
- In trenches deeper than four (4) feet, locate means of egress, such as ladders or steps or ramps (45-degree slope), so they are no more than 25 feet of travel from anyone in trench.
- The Competent Person must inspect all trenches daily before work begins and after every rainstorm or other hazardous conditions.
- A registered professional engineer must design all excavations and protective systems over 20 feet in depth.
- Completion and acceptance of Samet's "Underground Utility Excavation Permit/Checklist" is required for each trench.

## **UNDERGROUND UTILITY LOCATIONS**

Any contractor who digs a trench or excavation shall call the State appropriate 811 service. Before digging, be sure that all utilities have responded to your locate request. The 811 representatives will advise you of the member utility owners notified. It is the responsibility of the caller (the contractor responsible for excavation) to contact a utility locating company to have any private lines located.

A copy of the 811-notification form shall be submitted to Samet Corporation team as part of the completion and acceptance of Samet's "Underground Utility Excavation Permit/Checklist".

Private or third-party independent locate is required if 811 Service isn't available in the location where the excavation will be occurring.

## **CONFINED SPACE**

The following regulations apply to all confined space activities on this site: OSHA CFR 1926.1201.

Samet Corporation team along with contractor's Competent Person will identify all confined spaces on the project. Confined Space in Construction shall abide by all the requirements of the standard. Specific requirements for work in a confined space shall be attached as an amendment to this SSSP. As a minimum before work starts at a project site, each contractor must ensure that a Competent Person identifies all confined spaces in which one or more of their employees it directs may work, and identifies each space that is a permit space, through considerations and evaluation of the elements of that space, including testing as necessary. Samet Corporation policy is that all confined spaces by definition as indicated in 29 CFR 1926.1201 will be reclassified as a non-permit confined space based on 1926.1203(e)(1)(i-vi). Contractor's Competent Person shall submit to Samet Corporation team a confined space entry permit indicating its reclassification as a non-permit confined space. In the event a confined space can't be reclassified as a non-permit space, all requirements under 1926.1203(a-d) shall be followed. Samet Corporation team is required to coordinate confined space rescue with local fire department in absence of on-site rescue procedures.

## **FIRE PROTECTION AND PREVENTION**

### **Fire Protection**

Temporary fire protection measures, such as fire extinguishers, temporary hose lines, and temporary standpipes are required near hazardous locations and as required by OSHA regulations 29 CFR 1926 Subpart F.

- Fire extinguishers will be the primary means for fire protection, although others may be substituted.
- Any discharge of a fire extinguisher must be reported to Samet Corporation team.
- All enclosed buildings under construction shall have appropriate number of fire extinguishers rated not less than 2A-20B:C placed inside.
- All temporary buildings (shops, field offices, locker rooms, etc.) will have a class ABC fire extinguisher rated not less than a

2A-10B:C

- All spark producing, welding, cutting or flammable storage operations shall require the fire extinguisher rated not less than 2A-20B:C be approximately 25' from operations.

### **Fire Prevention**

Combustible refuse from construction operations will not be burned or dumped anywhere on the construction site. Such refuse will be removed at frequent intervals, as required. Storage of large quantities of construction debris will be placed in metal dumpsters.

Compressed gasses will be:

- Stored with valve caps securely fastened when not attached to a regulator.
- Always secured upright, including when transported in vehicles.
- Fuel and oxygen cylinders will be separated by 20 feet for greater when not in use or separated by a not less than a 5' fire rated (one-half hour) wall.
- Empty cylinders shall be stored separate from full cylinders.
- Oily rags and waste are to be stored separately in metal containers fitted with self-closing lids.

### **Flammable Liquid Storage and Dispensing**

Flammable liquids will be:

- Stored outside and no closer than 20 feet of any structure or inside a properly constructed storage container.
- Stored in approved metal safety cans and marked to indicate its contents.
- Not more than 25 gallons stored inside any trailer or building.
- Posted with "No Smoking" signs.
- Outside storage areas kept free of other combustible materials.
- Gasoline or diesel storage tanks will be double walled and protected from contact by mechanized equipment.
- At fuel dispensing points, the following is required:
  - Fire extinguisher rated not less than 20 B-C located within 75 feet of fueling point.
  - "No Smoking" signs posted.
  - Self-locking fuel nozzle prohibited.
  - Spill kit stored nearby.

### **HOTWORK PERMIT REQUIREMENTS**

A Hot Work Permit is required for any temporary operation involving open flames or producing heat and/or sparks. This includes, but not limited to brazing, flame cutting, grinding, soldering, torch applied roofing and welding. Hot work permits will be issued by Samet Corporation team and will filled out by contractor engaged in hot work operations in an enclosed building/structure.

- All provisions of the Hot Work Permit will be followed including fire watch personnel. Hot Work Permits can be issued for the duration of the hot work but not to exceed the work shift.
- ***Refer to Samet's PtW – Hot Work Permit***

### **EQUIPMENT AND VEHICLES**

- Heavy equipment (cranes, forklifts, dump trucks, excavators/backhoes, man-lifts, etc.) used on this project will be inspected prior to use and comply with applicable OSHA and ANSI standards as well as manufacturers documentation.
- Seat belts shall be worn on all equipment with roll-overprotective structures.
- Windshields will be free from cracks or other visible damage.
- Vehicles and equipment with an obstructed view to the rear must have an audible backup alarm or a flagman must be used.
- No equipment or vehicle will be used to transport personnel unless it is specifically designed to do so.
- Equipment operators are responsible to check their equipment daily to verify it is working properly.
- Equipment operators will possess the required training, certification, and licenses as required by law for the equipment that they are required to operate. All forklift operators shall have a valid operator's license, a copy of which must be submitted to Samet Corporation team.
- If operating a forklift, backhoe, or similar piece of equipment in a public ROW, a valid State driver's license is required and must be on file with Samet Corporation team.

## **CRANE SAFETY, RIGGING AND HOISTING OPERATIONS**

Any contractor who uses a crane on this Project Site shall adhere to the requirements of 29 CFR 1926.1400 Cranes and Derricks in Construction and ASME B30. **All crane operators shall fill out Samet Pre-Erection/Assembly Crane Analysis and provide required documentation such as annual inspection certification, operator's license, and signalman training.**

**Each qualified crane operator will be responsible to conduct a detailed daily inspection of its crane and ensure findings are properly logged in a written daily report and reported to crane supplier and Samet.**

### **Mobile Cranes**

- No crane will be brought onto the project without a current annual inspection and applicable load charts.
- Crane operators will perform daily crane safety inspections. Crane operators are to turn in the Daily Crane Safety Checklist to Samet Superintendent. A Daily Safety Crane Checklist is provided in the Appendix to this manual. Note: An equivalent form may be used.
- All cranes will be equipped with an anti-two block device. Hooks will be equipped with safety latches.
- Contractor's supervisor shall designate a qualified person to monitor all rigging. All rigging will be inspected daily and before each shift. A Daily Rigging Safety Inspection Checklist is provided in the Appendix to this manual.
- The crane manufacturer's operating manual, instructions and load charts for a specific crane will be used to determine the safe operation of all cranes.
- All crane operators must be certified by the National Commission on Certification of Crane Operators (NCCCO) or equivalent. This rule applies to Contractors as well as Samet employees. Exception: cranes mounted on delivery trucks that unload outside, onto the ground.
- The supervisor shall ensure that crane operators meet legal and Owner requirements. After initial qualification, the supervisor shall closely monitor until the operator's capability is established.
- The ground where the crane will be set up must be solid and able to support the weight of the loaded crane. Determine if underground utilities exist near where the crane will be set up.
- Cranes will be set up level with outriggers fully extended or set per the manufacturer's recommendation for particular lift configuration. All tires should be clear of the ground.
- Cribbing or mats under outrigger pads should be of sufficient size and properly placed to ensure adequate soil bearing.
- Tag lines shall be used when needed to control the load. (Exception: When loading and unloading trucks)
- The entire swing radius of the rear rotating superstructure of all cranes must be barricaded to prevent crushing injuries.
- The load path shall be barricaded to protect worker from overhead hazards.
- Loads shall be routed to minimize exposure to workers.
- Before a lift, determine the load weight and load capacity. A designated qualified person will determine the load weight. Refer to the shipping weight or have the equipment or machinery assembly weighed. Calculate all structural loads and determine the center of gravity.
- Position the crane so there is a minimum swing and load path clearance of two feet. Cranes and their loads shall not be operated within 20 feet of electrical lines. Increased clearance is required for higher voltage lines. When working near electrical sources (overhead lines or lightning), the crane should be grounded.
- Crane operators are to know the weight of the load they are lifting.
- A written lift and rigging plan are required for any lift where:
  - The load is greater than 75% of the crane capacity as configured for the lift.
  - Two cranes are used.
  - The Project Manager/Superintendent or Safety Director determines the lift to be non-routine.

### **Tower Cranes**

- Tower cranes must be fitted with limit switches and alarms when operating in close proximity to other tower cranes (and other equipment), public interface and any other structure that could compromise safe operations.
- Cranes must be installed, erected, adjusted, climbed, inspected, maintained and dismantled in accordance with the manufacturer's requirements. Detailed planning must be submitted for Samet's review at least two weeks prior to performing activity.
- Tower cranes require a competent engineer to design the crane base; complete any interim checks during installation; provide approval for the crane to be installed; and provide written confirmation that the base is fit for purpose.
- Tower crane base must be secured with 6 feet barrier (fence or rigid wood partition) with lockable gate and signage to prevent unauthorized access during non-working hours.
- Tower base must be kept free of debris and standing water. Any excess power cords must be rolled up and elevated.



- Effective measures must be implemented to prevent cranes coming into contact with overhead power lines or underground services, other cranes, equipment or structures. Crane to crane communication must be established between any cranes (or other equipment) that could be operating within physical reach of one another. Daily operators' coordination required.
- All Tower cranes have to be equipped with a functional Safe Load Indicator (LMI) at all times.
- Tower cranes must be inspected and deemed operationally safe by a qualified technician after any relevant weather-related event (hurricanes, major storms, earthquakes, or lightning strikes) any incidents and major repairs.

### Rigging

- Special attention needs to be taken when wind speeds exceed 20mph. Such lifts will only be made at the discretion of the crane operator, project superintendent and safety director and must follow Crane manufacture's recommendations. Lower crane booms/raise hook when appropriate due to high winds.
- All loads to be slung, lifted, or transported must have no uncontrolled movement or loss of the load. This can involve redundant slinging or secondary containment for small objects.
- All lifting gear and tackle (e.g., chains, wire ropes, kibles, slings and rubbish removal skips) must be inspected before use and must be structurally sound, fit for purpose and designed for lifting (with certified lifting points and the rated capacity/safe working load clearly displayed).
- Tag lines shall be used when needed to control the load.
- Objects transported through site must be adequately restrained to prevent uncontrolled movement forwards, rearwards, upwards or sideways.
- Slinging methods must manage any expected dynamic load forces (e.g. wind, sudden crane halt).
- Deliveries where the load has the potential to fall/roll when unshackled must be inspected by a Competent Person, i.e. Rigger/Signal Person or equivalent and restrained before removal, e.g. chocked or slung with hoisting/lifting gear.
- The requirement for exclusion zones for lifting/hoisting operations must be identified and included in the crane lifting plan or PtP.
- All riggers must possess a valid qualification card and identifiable at all times (e.g. different color vest with Rigger identification) or hardhats)

### Signalman Training and Qualifications

Employers of signalmen shall ensure that each signal person meets the qualification requirements contained in 29 CFR 1926.1419 Signals – General Requirements.

- Know and understand the type of signals used. If hand signals are used, the signal person shall be designated in writing and know and understand the standard method for hand signals.
- Be competent in the application of the type of signals used.  
Have a basic understanding of equipment operations and limitations, including the crane dynamics involved in swinging and stopping loads and boom deflection from hoisting loads.
- The crane operator, signal person shall be able to effectively communicate the language used.
- The signals used (hand, voice, audible, or new) and means of transmitting the signals to the operator (such as line of sight, video, radio, etc.) shall be appropriate for the site conditions.
- If radios are used to signal crane operator radio must have a dedicated channel.
- Hand signal charts shall be either posted on the equipment or readily available at the site.
- A crane operator should always move loads according to the established code of signals and use a signaler. Hand signals are preferred and commonly used.
- Only a qualified person should give signals to the crane operator.
- There should be only one designated person at a time giving crane signals.
- A crane operator should move loads only on crane signals from one person.
- A crane operator must obey STOP signals no matter who gives it.
- The person giving crane signals must be in clear view of the crane operator.
- The person giving crane signals must have a clear view of the load and the equipment,
- The person giving crane signals must keep persons outside the crane's operating area. Any request or questions should be addressed to the signaler.
- The person giving crane signals should never direct a load over a person.

## DEMOLITION

- Demolition plans shall follow OSHA 29 CFR 1926 Subpart T.
- Prior to start of any demolition work, an engineering survey of the building or area to be demolished is required to determine the condition of the area. Debris and material shall not be dropped through walls, floor holes, windows, or other elevated work areas without the area below being barricaded and proper signs posted.
- Debris chutes shall have a substantial gate at all elevated openings.
- Samet Corporation may require the demolition contractor to submit a site-specific fall protection plan if the work requires the removal of exterior walls and or flooring.

## CONCRETE AND MASONRY

- Free standing masonry walls over eight (8) feet in height will be adequately braced to prevent collapse. Limited access zones will be established as required by OSHA 1926, Subpart Q, to protect workers from the hazards associated with collapsing masonry walls.
- All rebar dowels, electrical conduits or similar items which are considered a “potential impalement hazard” shall always be capped (protected). This includes vertical and horizontal impalement hazards.
- Refer to Section on [SILICA](#) for specific requirements.

### Pre-Cast Concrete

- The inspection and supervision of all rigging and hardware must be performed by a Competent Person.
- Never move pre-cast members over another worker.
- 100% fall protection is required of all workers involved in the setting or connection of pre-cast members
- No workers will use their hands to reach under a pre-cast member to adjust a shim or bearing pad.

## STEEL ERECTION

The steel erection contractor shall submit a written steel erection plan to the Samet Corporation team prior to any work being performed. The plan must be comprehensive and include all aspects of the erection process, including but not limited to storage/staging of materials, equipment for hoisting materials, routes for lifting operations, critical lifts, rigging procedures, connection procedures, erection bridging procedures, stability requirements, fall protection requirements, decking procedures and proper training of workers. Steel erection procedures shall follow OSHA 29 CFR 1926. 750 Subpart R – Steel Erection standard or any supplemental requirements required by Samet Corporation. The following requirement shall be incorporated into the plan:

- 100% continuous fall protection for heights six (6) feet or greater above a lower level. Workers engaged in steel erection activities to include connecting, bolt-up and decking are **not exempt** from the project’s 100% fall protection requirements.
- During skeletal steel erection, a tightly planked temporary floor shall be maintained within two (2) stories or thirty (30) feet, whichever is less, below and directly under that portion of each tier of beams on which any work is being performed.
- During structural steel assembly, a safety railing of wire rope (at least 3/8” dia.) or equivalent shall be installed. Top railing should be forty-five (45) inches and a mid-railing at twenty-two (22) inches above the deck along all open sides including stairway landings and elevator shafts. The railing must support two hundred (200) lbs. of downward force and not deflect below thirty-nine (39) inches and shall not deflect outward beyond the edge of the floor. Flagging must be placed no more than every six (6) feet apart using a hi-visibility material.
- When placing structural steel members, the load shall not be released from the hoisting line until the member is secured by at least two bolts or the equivalent at each connection, drawn up wrench tight.

## MOLD CONTROL

If mold is observed, work must not continue in the area until Samet Corporation supervision has made an evaluation of the exposure and develop an abatement plan.

## SILICA

Contractors shall submit an exposure control plan to Samet team prior to beginning any work. The contractor shall adhere to the requirements of 29 CFR 1926.1153 Respirable crystalline silica. If respiratory protection is required by this section, the contractor shall institute a respiratory protection program according to 29 CFR 1910.134. In addition, contractor shall ensure medical surveillance is available at no cost to employees as required under 29 CFR 1926.1153(h).

- Workers that perform any of the following work tasks will be protected from exposure to crystalline silica dust:

- Abrasive blasting using silica sand as a blasting medium.
- Abrasive blasting of concrete regardless of the type of medium.
- Sawing, hammering, drilling, grinding, sanding or chipping of concrete, rock or masonry products.
- Heavy equipment and utility vehicles used to fracture or abrade silica containing materials, i.e. rock ripping, grading, demolition, fracturing
- Dry sweeping or compressed air blowing of concrete, masonry, rock, or sand dust.
- Workers exposed to silica dust will receive training on silica hazards and protection methods.
- Examples of acceptable engineering controls are:
  - Substitute blasting medium for less hazardous material with 0% silica.
  - Dust collection systems shall be equipped with a commercially available shroud and have a filter with 99% or greater efficiency and a filter-cleaning mechanism.
  - Wet saw systems equipped with integrated water delivery system that continuously feeds water to the blade or cutting surface.
  - Wet sweeping, HEPA-filtered vacuuming shall be used to clean up materials and debris where crystalline silica may be present.
- Do not use respirators as the primary means of preventing or minimizing exposures to airborne contaminants. Instead, use effective source controls such as substitution, automation, enclosed systems, local exhaust ventilation, wet methods, and good work practices as indicated in 29 CFR 1926.1153 Respirable crystalline silica.
- Do not eat, drink, or use tobacco products in areas where crystalline silica dust is present. Always wash hands and face before eating, drinking, or using tobacco products.

### **INSTALLING AND SANDING SHETROCK**

This procedure outlines the safety requirements for installing and sanding sheet rock in all buildings under construction.

- While wearing stilts, workers are prohibited from walking up and down stairs or working near leading edges without proper physical protection.
- Workers wearing stilts who are within ten (10) feet of standard guardrails must extend the top rail an additional two (2) feet to ensure proper protection.
- Workers hand sanding sheetrock joints can, on a voluntary basis, wear a disposable respirator (dust mask) rated N95. Workers must be trained and sign Appendix D to section 29 CFR 1910.134 "Voluntary Use of a Disposable Respirator".
- Workers engaged in mechanically sanding (powered orbital sander) sheetrock joint compound shall not be exposed to airborne concentrations of respirable dust above the OSHA permissible exposure level (PEL). Contractor is responsible for determining the exposure level of respirable dust in and around their employees breathing zone. The use of a vacuum attached to powered orbital sanders is the preferred means to reduce respirable dust below the OSHA PEL.
- Workers who would be exposed to respirable dust that is greater than 5mg/m3 in and around workers breathing zone must submit a comprehensive respiratory protection program that complies with 29 CFR 1910.134 if they require their employees to wear respiratory protection when sanding sheetrock joint compound.

### **LOCK OUT POLICY**

This procedure establishes the minimum requirements for the lockout of energy isolation devices whenever maintenance or servicing is done on machines or electrical equipment. It shall be used to ensure that the machine or electrical equipment is stopped, isolated from all potentially hazardous energy sources, and locked out before anyone performs any servicing or maintenance where the unexpected energization or start-up of the machine or electrical equipment or release of stored energy could cause injury.

- Lockout is the preferred method of isolating machines or electrical equipment from energy sources. To assist employers in developing a procedure which meets the requirements of the standard, the following simple procedure is provided for use in lockout programs. This procedure may be used when there are limited numbers or types of machines or electrical equipment or there is a single power source. For more complex systems, a more comprehensive procedure will need to be developed, documented, and utilized.
- All employees and contractor employees are required to comply with the restrictions and limitations imposed on them during the use of lockout. The authorized employees are required to perform the lockout in accordance with this procedure. All employees and contractor employees, upon observing a machine or piece of electrical equipment which is locked out to perform servicing or maintenance, shall not attempt to start, energize, or use that machine or electrical equipment.
- ***Refer to Samet's TSW for LOTO, Verify Permit***

## Responsibility

- Appropriate employees (contractor) shall be instructed in the safety significance of the lockout procedure.
- A competent person will conduct a survey to locate and identify all isolating devices to be certain which switch(s), valve(s) or other energy isolating devices apply to the equipment to be locked out. More than one energy source (electrical, mechanical, or others) may be involved.

## Lockout system procedure

- Notify all affected employees that a lockout system is going to be utilized and the reason. The authorized employee (contractor) shall know the type and magnitude of energy that the machine or electrical equipment utilizes and shall understand the hazards.
- If the machine or electrical equipment is operating, shut it down by the normal stopping procedure.
- Operate the switch, valve, or other energy isolating device(s) so that the equipment is isolated from its energy source(s). Stored energy (such as that in springs, elevated machine members, rotating flywheels, hydraulic systems, and air, gas, steam, or water pressure, etc.) must be dissipated or restrained by methods such as repositioning, blocking, bleeding down, etc.
- Lockout the energy isolating devices with assigned individual lock(s) and tag(s).
- Ensure that the equipment is disconnected from the energy source(s) by first checking that no personnel are exposed, then verify the isolation of the equipment by operating the push button or other normal operating control(s) or by testing to make certain the equipment will not operate. Return operating control(s) to neutral or "off" position after verifying the isolation of the equipment. The machine is now locked out.

## Restoring Equipment to Service

When the servicing or maintenance is complete and the machine or electrical equipment is ready to return to normal operating condition, the following steps shall be taken.

- Check the machine or electrical equipment and the immediate area around the machine or equipment to ensure that nonessential items have been removed and that the machine or electrical equipment components are operationally intact.
- Check the work area to ensure that all employees have been safely positioned or removed from the area.
- Verify that the controls are in neutral.
- Remove the lockout devices and reenergize the machine or electrical equipment.
- Notify affected employees that the servicing or maintenance is complete, and the machine or electrical equipment is ready for use.

## **CODE OF CONDUCT /WORKPLACE VIOLENCE**

Nothing is more important to Samet Corporation than the safety and security of its associates and partners. Threats, threatening behavior or acts of violence against anyone on Company property or projects sites will not be tolerated. Violations of this policy will lead to disciplinary action (up to and including termination) and/or removal from premises.

In carrying out Samet Corporation policies, it is essential that all personnel understand that no existing Samet Corporation policy, practice, or procedure should be interpreted to prohibit decisions designed to prevent a threat from being carried out, a violent act from occurring, or a life-threatening situation from developing.

All workers are responsible for notifying their supervisor and Samet Corporation team of any and all threats or unusual behavior, which they may witnessed, receive or have been told that another person has witnessed or received.

This policy also requires all individuals who apply for or obtain a protective restraining order, which lists company locations as being protected areas to provide such to Samet's Safety Director. Samet Corporation understands the sensitivity of the information requested and will respect the confidentiality thereof.

## **PROTECTING ASSOCIATES IN THE WORKPLACE**

Protecting all Associates' safety and well-being is of utmost importance to maintaining a positive, productive work environment and culture. This commitment includes protecting Samet field and office Associates from harassment, threats, and violent behavior, and extends to our sub-contractors, customers, and anyone present at one of our job sites or offices. Being a good steward of your own

personal safety and the safety of others involves knowing the risk factors, reducing any known risks, and taking pro-active approaches to help yourself and others stay safe and free from harassment, threatening or volatile behavior in any form.

Risk factors for working on construction sites:

- Working late at night or early morning hours
- Working during non-daylight hours
- Working alone or with a limited number of co-workers
- Uncontrolled access to a construction site
- Areas of known security concerns
- General construction parking areas
- Areas that cannot be readily seen by others (i.e., apartment units, closets, enclosed spaces)

Reducing the risks:

- Remove yourself from any contentious situation immediately and do not confront the workers or engage in conversation
- Note who the workers are and or what job they were doing
- If harassed in any form, contact your supervisor or a co-worker immediately and then report the incident to Associate Services. If you wish to by-pass your immediate supervisor, you may reach out to Associate Services or any member of the management team.
- Report all safety concerns to a member of Samet's safety team or VP of Administration
- You can raise concerns or make reports without fear of reprisal

Practical tips for helping yourself and others stay safe at work:

- Always be aware of your surroundings
- Inform your co-workers when working alone
- Inform your co-workers when you intend to enter and return from the project site
- Park your vehicle near the construction office and not in the general parking area
- Keep your cell phone handy and ensure it is charged
- Keep phone numbers of project or department team members in your cell phone's favorites file
- Be aware of groups congregated in and around isolated areas
- Do not stay in isolated areas too long
- Keep doors to isolated spaces open
- When possible, position yourself between the door and the person(s) you are with

If you believe you are being harassed either through verbal communication, body language, or gestures, report the incident immediately to your supervisor and Associate Services. Samet will investigate and take prompt action against any worker(s) or individual(s) who harass Associates in the workplace or the general public near a project site. Threats, hostile behavior, or acts of violence against Associates, contractors, visitors, guests, or other individuals by anyone on company property or projects sites will not be tolerated. Violators will be subject to disciplinary action up to and including termination of employment. You may view Samet's full policy on harassment and sexual harassment on SametNet. If you have concerns about the safety and security of a Samet job site or office, please contact a member of our safety team or VP of Administration.

#### Revision History

June 1, 2016 – Added Silica Requirements (Section XX) and Modified Aerial Lift Requirement (Section XX)

April 18, 2018 – Revised SSSP

March 2020 – General re-write

May 2021 – Revised / Reformatted