



## Safety & AWAIR Program 1-1-18

Safety in all Derrick Companies operations is not only a goal, **it is also a requirement!** It is the policy of the company to provide a safe and healthful place of employment for all project owners, employees, subcontractors and visitors. Our safety program is lead by Tom Derrick – Vice President and Director of Safety. Tom works closely with everyone to ensure that the policies are up to date and adhered to as well as directing safety education and training. All of our employees are responsible for monitoring and following safe practices.

The company provides an annual safety training session for all employees and many of our subcontractors as well as providing several training classes, for individuals, during the course of the year. Field superintendents hold mandatory weekly “toolbox talks” with employees on their crews. Additionally, we routinely inspect job sites, without warning, utilizing both internal and external sources, have implemented a bi-monthly training program for our supervisors, and have established a safety committee to perform monthly reviews and discussions on safety issues as needed.

We are very proud of the success of our safety program and our safety record. Accident free is a “Derrick Built” goal for all of us at Derrick Companies. For further details regarding our safety program a copy is included for your review.

## SAFETY IN CONSTRUCTION

Safety in all Derrick Companies operations is not only a corporate goal, it is also a requirement! To this end, we have formulated this written policy to govern all the operations of Derrick Companies

It is a condition of employment at Derrick Companies that all employees must adhere faithfully to the requirements of this policy and the safety rules, instructions and procedures issued in conjunction with it. Failure to do so will result in disciplinary action as outlined in the attached policy.

It is a condition of all subcontracts and purchase orders issued by Derrick Companies that this policy and the safety rules, instructions, and procedures issued in conjunction with this policy as well as all applicable state, federal, and local codes and regulations be adhered to. Failure to comply is a breach of contract terms!

All visitors to any of Derrick Companies operations including but not limited to suppliers, owner's representatives, agents of the architect or engineer, regulatory authorities, and insurance company representatives shall be required to follow all safety rules and regulations in effect during their visit.

Derrick Companies will make an effort to insure that the operations of other contractors not under our control do not endanger the safety of our employees. To this end all employees are required to report hazardous activities of other employers to the appropriate Derrick Companies official(s).

The safety director, general superintendent, job superintendents, and foremen have the full backing of management to enforce the provisions of this policy as it relates to responsibilities assigned to them.

## DERRICK COMPANIES GENERAL POLICY STATEMENT

It is the policy of Derrick Companies to provide a safe and healthful place of employment for ALL EMPLOYEES. It is the purpose of this policy to:

1. Abide by all federal, state, and local regulations as they pertain to construction.
2. Apply good sense and safe practices as dictated by locations, conditions, and circumstances to all jobs.
3. Exercise good judgement in the application of this policy.

### Derrick Companies Management Shall.....

1. Establish rules and programs designed to promote safety.
2. Make known to all employees the rules established.
3. Require all subcontractors as a matter of contract to follow safety rules.
4. Encourage all prime contractors to work safely.
5. Record all instances of violations and investigate all accidents.
6. Discipline any employee willfully disregarding this policy.
7. Provide protective equipment for employees where required.
8. Inform employees of changes in safety rules.
9. Appoint a safety officer with full enforcement authority over safety matters.
10. Conduct safety inspections of all jobsites and maintain records.
11. Provide all supervisors with copies of appropriate rules and regulations.

### Derrick Companies Job Superintendents Shall.....

1. Be completely responsible for on-the-job safety and health.
2. Make sure proper safety materials and protective devices are available and used and all equipment is in safe working order.
3. Instruct foremen in safety requirements and make sure they pass on their instruction to their crews.
4. Take advantage of offered safety training and be aware of all safety rules.
5. Review all accidents, oversee correction of all unsafe practices, and file accident reports.
6. Conduct mandatory jobsite safety meetings.
7. Require conformance to safety standards from all subcontractors.
8. Notify office of all safety violations.
9. Provide all employees with proper instruction on safety requirements.
10. Keep an accurate daily log on forms provided by the company.
11. Conduct mandatory weekly toolbox talks.
12. Projects governed by AWAIR shall require weekly field reports on safety activities, forwarded to the office for management review.

### Derrick Companies Foremen Shall.....

1. Carry out safety program at the work level.
2. Be aware of all safety requirements and safe working practices.
3. Report all injuries and safety violations.

4. Instruct new employees and existing employees performing new tasks of safe working practices.
5. Make sure protective equipment is available and used.
6. Secure prompt medical attention for any injured employees.
7. Make sure all work is performed in a safe manner and no unsafe conditions or equipment are present.
8. Provide their crew with proper instruction on safety requirements.

Derrick Companies Job Safety Coordinator Shall.....

1. Work with the general superintendent in correcting jobsite hazards.
2. Make periodic safety inspections and correct or initiate corrective procedures for problems discovered.
3. Follow all other safety requirements in the performance of other assigned duties.

Derrick Companies Workers Shall.....

1. Work safely.
2. Request help when unsure how to perform any task safely.
3. Report any unsafe acts to supervisor.
4. Work in such a manner as to insure their safety as well as that of their co-workers.
5. Avail themselves to company and industry sponsored safety programs.
6. Use and maintain all safety devices provided to them.
7. Maintain and properly use all tools under their control.
8. Follow all safety rules.
9. Provide fellow employees help with safety requirements.
10. Report for work in clothing suitable for work and in such a manner that clothes and jewelry worn will not constitute a safety hazard.

Subcontractors and Suppliers of Derrick Companies Shall.....

1. Abide by all safety rules of owner and other contractors.
2. Notify all other contractors when actions or activities undertaken by them could affect the health or safety of employees of other companies.
3. Check in with jobsite supervision before entering jobsite.
4. Inform controlling contractor of all injuries to workers.
5. Report to controlling contractor any unsafe conditions that come to their attention.

Architects, Owners, and Visitors on Derrick Companies Projects Shall.....

1. Abide by all safety rules.
2. Check in with superintendent so protective equipment may be provided such as hard hats or eye and respirator protection.
3. Refrain from entering construction areas without contacting employees working in those areas.

All Personnel of Derrick Companies Shall.....

1. Strive to make all operations safe.
2. Maintain mental and physical health conducive to working safely.
3. Keep all work areas clean and free of debris.
4. Assess results of their actions on the entire work place.
5. Replace or repair safety precautions removed or altered before leaving work area. Unsafe conditions will not be left to imperil others.
6. Abide by the safety rules and regulations of owner on their sites.
7. Work in strict conformance with OSHA regulations.
8. Report promptly to supervision all accidents and injuries observed whether involving company personnel or others.

## DERRICK COMPANIES PROBLEM SOLVING PROCEDURE

To have an effective safety program, we will communicate both down and up the corporate structure.

When a safety problem arises, everyone, even the least senior and experienced employee, has a responsibility to co-workers and the company to report or correct any hazardous conditions found. Every employee's concerns will be heard and each situation will be corrected or a valid explanation tendered.

The following is Derrick Companies procedure for solving safety problems.

### SAFETY PROBLEM SOLVING

It is the intent of Derrick Companies to provide a safe work place for all employees. Supervisory personnel have been instructed to watch for and correct all unsafe conditions immediately. Construction sites are complex and items are easily overlooked. It is important that all employees be on the lookout for unsafe conditions. If you observe a condition that is unsafe, the following actions are to be taken:

1. If possible, correct the condition immediately. Many safety hazards like a piece of missing wood are easy to correct.
2. If you are not able to take corrective action, report the condition to your immediate supervisor for correction.
3. All company employees with any supervisory responsibility have been instructed to take corrective action or contact someone who can when a safety concern is raised. In the event corrective action is not begun in a reasonable length of time, the employee is requested to contact Tom Derrick, who is also Corporate Safety Director and can be reached at (715) 246-2320.

We appreciate your cooperation in reporting all safety problems. If we all work together, we can all work safely.

## DERRICK COMPANIES DISCIPLINARY PROCEDURES

The normal disciplinary policy of Derrick Companies is as follows:

For minor first instance violations:

Immediate correction if applicable  
Verbal warning (documented in the supervisors log)

For second instance violations of the same safety requirement:

Immediate correction if applicable  
Written warning with a copy to the Safety Director or General Superintendent

For third minor violation of the same safety requirement:

Immediate dismissal

For more than three verbal warnings for minor violations of different safety requirements:

Immediate correction  
Written warning with a copy to the safety director or general superintendent

For more than two written warnings for minor violations of different safety requirements:

Immediate dismissal

Nothing in this policy prevents the immediate dismissal or removal from the jobsite of any employee or subcontractor whose conduct is a serious violation of the safety requirements and constitutes a grave danger to him self, co-workers, property, equipment, or the employees of others.

## JOB SITE REQUIREMENTS

### Temporary Facilities

- a. GFCI's or assured grounding program
- b. Site/storage layout for placement of materials, shanties, equipment, etc.
- c. Communication system
- d. Water (incl. drinking water) and sanitary facilities
- e. Jobsite security equipment (fencing, lights, etc.)
- f. Temporary access and parking facilities

### Paper Work Requirements

- a. Copy of OSHA standards and poster
- b. Posting area for employee notices
- c. Emergency phone numbers
- d. OSHA 300's (February through April)
- e. Copy of assured grounding program (if in use)
- f. Maintenance records for equipment (cranes, material hoists, etc.)
- g. Contractors safety program and rules
- h. Approvals (deep trenches, high scaffolds, demo surveys, shoring, etc.)
- i. Proof of training and safety instructions (lasers, powder actuated tools, first aid, etc.)
- j. Written respiratory protection program (if respirators are in use)
- k. Required signs (Hard Hats, No Trespassing, Danger, Caution, Etc.)
- l. Required special permits (burning, welding, traffic, etc.)
- m. Worker's comp notice, EEO, Minimum Wage, U/E Posters
- n. Accident and treatment report forms

### Emergency Needs

- a. First aid trained personnel
- b. First aid kit (checked at least weekly)
- c. Fire extinguishers (or water equivalent)
- d. Emergency evacuation plans

### Protective Equipment

- a. Hard hats
- b. Safety glasses
- c. Respirators
- d. Ear plugs
- e. Guarding material for perimeter scaffolds and floor holes
- f. Safety cans for flammable liquids
- g. Tagged alloy steel chains when used for rigging
- h. Safety belts, lifeline, and lanyards or nets where fall hazard exist
- i. Trench and excavation shoring materials when necessary
- j. Personal protective equipment for visitors

## General Safety Requirements

- a. Cleanup schedule and waste disposal facilities
- b. Safe access (stairs, ladders, etc.)
- c. Safety library – manufacturer instructions, safety handbooks, data sheets, etc.
- d. Flashers, signals, barricade controls, and reflective clothing for traffic controllers

## IMPLEMENTATION

To implement fully the safety program of Derrick Companies:

1. Holds a supervisory meeting for all of its supervisors at least annually.
2. Prepares at least annually a detailed description of all accidents including their causes and measures taken to prevent reoccurrence for distribution to all supervisory personnel.
3. Uses the Stanford Study to assign accident costs to projects as a graphic illustration of the high hidden costs of accidents and serve as a supervisory training tool.
4. Required weekly "Tool Box Talk" training sessions on all projects and documents the topics and attendance.
5. Actively participates in trade association sponsored safety programs.
6. Avails itself of the technical expertise available to it through the On-Site Consultation Service funded by OSHA.
7. Uses applicable resources and materials available to it through its insurance carrier.
8. Makes available free of charge to employees construction industry sponsored programs including but not limited to First Aid, CPR, and Supervisory Training Programs.
9. Actively participates in safety programs available through membership in the ABC.
10. Uses the resources of its equipment and material suppliers to train its employees in the safe use of their equipment and materials.
11. Subscribes to safety periodicals to insure up to date, state of the art information on safety.
12. Collects where possible Material Safety Data Sheets on materials in use by the company.
13. Distributes copies of pertinent OSHA regulations and other standards to supervisory personnel.
14. Established a safety committee to perform monthly reviews and discussions of safety issues as needed.

## ACCIDENT INVESTIGATION

“Those who do not learn from the past are condemned to repeat it.” Each and every accident must be investigated. An accident is any unplanned occurrence that could have caused injury or damage, not just occurrences that did. If a sling breaks and drops a load, it is an accident whether anyone was hurt or not.

Accidents should be investigated by immediate supervision. Results should be reported completely on a standard company form found in the jobsite safety manual. Completely is the key. In today’s world of litigation an incomplete form is of no use three years down the road when the case comes to court.

The immediate supervisor’s report should be reviewed by the Safety Director. Appropriate steps to prevent reoccurrence should be taken.

Accident reports highlight problem areas. Patterns can be detected and resources directed towards preventing a reoccurrence. Accident reports make excellent training tools. The cause and effect of accidents can be reviewed at safety meetings.

A complete accident report contains as a minimum;

1. Employees information – Name, address, social security number, sex, marital status, occupation, and birth date.
2. Work site information – Address of jobsite, employee occupation, environmental conditions.
3. Accident data – Information on what employee was doing, how the accident happened, who was injured and where. Diagrams should be included.
4. Eyewitnesses – Names of eyewitness and their independent statements.
5. Safety rules – What safety rules were in effect, what wasn’t that should have been. What could have been done to prevent the accident.
6. Analysis – Primary, secondary, and contributory causes of the accident.
7. Corrective action – Steps to be taken to prevent reoccurrence of this or similar incidents.

## DERRICK COMPANIES GENERAL WORK RULES

THIS IS NOT A COMPLETE LIST OF ALL APPLICABLE SAFETY RULES. IT IS INTENDED TO PROVIDE GENERAL GUIDANCE AND TO BE USED WHERE MORE SPECIFIC WORK PRACTICE GUIDES HAVE NOT BEEN ISSUED.

### Abrasive Grinding

Abrasive wheel bench or stand grinders must have safety guards strong enough to withstand bursting wheels. Adjust work rests on grinders to a clearance not to exceed 1/8 inch between rest and wheel surface. Inspect and ring test abrasive wheels before mounting. Always leave wheel in working condition for next user. Properly dress wheel before using and/or when finished.

### Air Tools

Secure pneumatic tools to hose in a positive manner to prevent accidental disconnection. Install and maintain safety clips or retainers on pneumatic impact tools to prevent attachment from being accidentally expelled. All hoses exceeding ½ inch inside diameter require safety devices at source of supply to reduce pressure in case of hose failure.

### Alcohol and Controlled Substance Use

The use of alcohol or controlled substances during working hours on any Derrick Companies project or at any Derrick Companies facility shall be cause for immediate dismissal. Any individual who reports for work under the influence of alcohol or other controlled substances shall not be allowed to work.

### Asbestos

No work involving contact with asbestos containing material will be performed without first contacting the general superintendent for clearance to perform the work. All work will be performed in accordance with applicable OSHA, EPA, and local regulations. Workers suspecting that the operations of other contractors are releasing asbestos fibers into the work environment are to immediately notify supervisory personnel of their suspicions.

### Belt Sanding Machines

Belt sanders will not be used without guards in place.

### Compressed Air, Use of

Compressed air used for cleaning purposes may not exceed 30 psi and then only in conjunction with effective chip guarding and personal protective equipment. Exceptions to 30 psi are allowed only for concrete form, mill scale, and similar cleaning operations. The use of compressed air to clean off yourself or other workers is not allowed.

### Cranes or Derricks

Rated load capacities, recommended operating speeds, and special hazard warnings or instructions must be conspicuously posted on all equipment. Instructions or warnings must be visible from the operator's station.

Accessible areas within swing radius of crane must be barricaded to prevent employees from being struck or crushed by the crane.

Except where electrical distribution and transmission lines have been de-energized and visibly grounded, or where insulating barriers not a part of or an attachment to the equipment or machinery have been erected to prevent physical contact with the lines, no part of a crane or its load shall be operated within 10 feet of a line rated to 50kv or below; 10 feet + 4 inches for each 1kv over 50kv for lines rated over 50kv, or twice the length of the line insulator, but never less than 10 feet. Cranes will be inspected before each use by the operator. Any defects must be corrected before use. Logs of crane inspections must be kept with the crane.

#### Crane Suspended Work Platforms

Work platforms suspended from cranes will be used only with the permission of the General Superintendent or Safety Director and then only in accordance with current OSHA Regulations regarding their use.

#### Disposal Chutes

Use an enclosed chute whenever materials are dropped more than 20 feet to any exterior point of a building.

When debris is dropped through floor holes without a chute, the area where the material is dropped must be enclosed with barricades at least 42 inches high and not less than 6 feet back from projected edges of opening above. Post warning signs at each level.

#### Equipment Operation

No employee will operate electric, gas, or hand powered tools, or equipment unless familiar with the use of the item and safety precautions required. Supervision will provide necessary safety information for all tasks and equipment.

#### Flammable and Combustible Liquids

Only approved containers and portable tanks will be used for storage and handling of flammable and combustible liquids.

No more than 25 gallons of flammable or combustible liquids may be stored in a room outside of an approved storage cabinet.

No more than 60 gallons of flammable or 120 gallons of combustible liquids may be stored in any one storage cabinet.

No more than three storage cabinets may be located in a single storage area. Inside storage rooms for flammable and combustible liquids must be of fire-resistive construction, with self-closing fire doors, 4-inch sills or depressed floors, a ventilation system of at least six air changes per hour, and electrical wiring and equipment approved for Class I, Division I locations.

Storage in containers outside buildings may not exceed 1,100 gallons in any one pile or area. Grade storage areas to divert possible spills away from storage areas at least 20 feet from any building and keep free from weeds, debris, and other combustible materials.

Keep flammable liquids in closed containers when not in use.

Post conspicuous and legible signs prohibiting smoking in service and refueling areas.

### Gases, Vapors, Fumes, Dusts, and Mists

Exposure to toxic gases, vapors, fumes, dusts, and mists at a concentration above those specified in the “Threshold Limit Values of Airborne Contaminants” of the ACGIH should be avoided.

When engineering and administrative controls are not feasible to achieve full compliance, protective equipment, or other protective measures will be used to keep the exposure of employees to air contaminants within the limits prescribed. Any equipment and technical measures used for this purpose, must be reviewed for each particular use by a technically qualified person. Employees will wear all furnished equipment at all times.

### Hand Tools

The use of hand and power tools is so widespread and frequent that it is easy for us to assume all employees know how: to safely use them. Statistics estimate that 7-8% of all workplaces injuries are due to accidents with tools. These accidents are usually caused by four unsafe practices, as follows:

- 1) Improper tool selection. Examples include using a screwdriver for a chisel; using a file for a pry bar; using a wrench for a hammer; using pliers instead of a wrench.
- 2) Using tools in poor condition. Examples include wrenches with worn jaws; hammers with loose heads; dull knives or saws; and mushroomed heads on chisels.
- 3) Using tools incorrectly. Examples include applying screwdriver to objects held in the hand; failing to ground electrical tools; and cutting with a knife toward the body.
- 4) Storing tools unsafely. Examples include placing tools in a toolbox with the sharp edge up; carrying tools in pockets; leaving tools on high shelves or semi-concealed places as underneath equipment or materials.

The following is a list of safe practices for hand and power tools:

- 1) Use the right tool for the job - even if it means making an extra trip to the toolbox to get the right one. Do not improvise or make do.
- 2) Keep cutting tools such as saws, knives and chisels sharp.
- 3) Keep tools in good repair. Repair or replace loose or cracked handles, adjust poorly aligned jaws, and fix mushroomed heads.
- 4) Do not carry tools in pockets.
- 5) Make sure all hand held electric tools are double insulated or have a three-wire ground. Use GFCI or low voltage tools in wet or damp environments.
- 6) Hand held portable electric saws should have guards above and below the base plate.
- 7) Electric drills, tappers, fastener drivers, and reciprocating saws should have constant pressure switches.
- 8) Remove the adjusting key or wrench prior to using the tool.
- 9) Keep all guards in place.
- 10) Do not use tools with frayed cords or loose or broken switches.
- 11) Maintain work areas free of clutter.
- 12) Dress properly so that loose clothing does not get caught in moving parts. Never wear gloves around moving parts.
- 13) Do not surprise or distract persons using power tools.
- 14) Use safety glasses or dust masks or other protective gear when necessary.
- 15) Never carry tools that may interfere with the use of both hands when climbing and descending ladders.

### Heating Devices, Temporary

Fresh air must be present in sufficient quantities to maintain safety of workers. Solid fuel salamanders are prohibited in buildings and on scaffolds.

### Hoists, Material, and Personnel

Rated load capacities, recommended operative speeds, and special hazard warnings or instructions posted on cars and platforms may not be exceeded. Material hoistway entrances will be protected by substantial full width gates or bars. Hoistway doors or gates of personnel hoists will be not less than 6 feet 6 inches high, and be protected with mechanical locks which cannot be operated from the landing site and are accessible only to persons on the car. Provide overhead protective covering on the top of the hoist cage or platform.

### Horseplay

Horseplay and practical jokes are not allowed and can result in immediate disciplinary action.

### Illumination

Construction areas, should be lighted to not less than minimum illumination intensities listed while work is in progress.

#### Foot-Candles: Area or Operation

- 5 General construction area lighting. General construction areas, concrete placement, active storage areas, loading platforms, refueling, and field maintenance areas and stairways.
- 5 Indoor: warehouse, corridors, hallways, and exit ways.
- 10 General construction plant and shops (e.g., batch plants, screening plants, mechanical and electrical equipment rooms, carpenter shops, rigging lofts and active storerooms, mess halls, indoor toilets, and workrooms).

### Jointer

Each hand-fed planer and jointer with a horizontal head must be equipped with a cylindrical cutting head. Keep opening in the tables as small as possible. Each hand-fed jointer with a horizontal cutting head must have an automatic guard to cover the section of the head on working side of fence or cage. Guards may not be removed.

A proper jointer guard will automatically adjust itself to cover unused portion of the head and will remain in contact with material at all times. Each hand-fed jointer with horizontal cutting head must have a guard, which will cover the section of the head, back of the cage or fence.

### Lasers

Only trained employees will be allowed to operate lasers. Employees will wear proper eye protection where there is a potential exposure to laser light greater than 0.005 watts (5 milliwatts).

Beam shutters or caps will be utilized or laser turned off when laser transmission is not actually required. When lasers are left unattended for a substantial period of time, turn them off.

### Liquified Petroleum Gas

Each system will have containers, valves, connectors, manifold valve assemblies and regulators of an approved type.

Every container and vaporizer must be provided with one or more approved safety relief valves or devices. Containers will be placed upright on firm foundations or otherwise firmly secured.

Portable heaters must be equipped with an approved automatic device to shut off the flow of gas in the event of flame failure. Storage of LPG within buildings is prohibited. Storage locations must have at least one approved portable fire extinguisher, rated not less than 20-B.C.

### Medical Services and First Aid

When a medical facility is not reasonably accessible, a person trained to render first aid will be available at the work site.

First aid supplies must be readily available.

The telephone numbers of physicians, hospitals, or ambulances must be conspicuously posted.

### Motor Vehicles and Mechanized Equipment

Check all vehicles in use at beginning of each shift to assure that all parts, equipment, and accessories affecting safe operation are in proper operating condition and free from defects. All defects shall be corrected before placing vehicle in service.

No employee shall use any motor vehicles, earthmoving, or compacting equipment having an obstructed view to the rear unless: vehicle has a reverse signal alarm distinguishable from surrounding noise level or vehicle is backed up only when an observer signals it is safe to do so.

Heavy machinery, equipment, or parts thereof, which are suspended or held aloft will be substantially blocked to prevent falling or shifting work under or between them.

No person shall operate a motor vehicle on a public highway without a valid drivers license.

### Power Transmission, Mechanical

Belts, gears, shafts, pulleys, sprockets, spindles, drums, flywheels, chains, or other reciprocating, rotating, or moving parts of equipment must be guarded if such parts are exposed to contact by employees or otherwise constitutes a hazard. No equipment may be used without guards in place.

## Safety Programs

The company makes available, free of charge, safety training programs covering construction hazards. All employees are requested to actively participate in these programs.

## Saws

All portions of band saw blades will be enclosed or guarded, except for working portion of blade between bottom of guide rolls and table.

Portable, power-driven circular saws will be equipped with guards above and below the base plate or shoe.

The lower guard will cover the saw to depth of teeth, except for minimum arc required to allow proper retraction and contact with the work, and will automatically return to covering position when blade is removed from the work. Radial saws will have an upper guard, which completely encloses upper half of the saw blade. The sides of lower exposed portion of blade will be guarded by a device that will automatically adjust to thickness of and remain in contact with material being cut. Radial saws will be installed so the cutting head will return to starting position when released by operator.

All swing or sliding cut-off saws will be provided with a hood that will completely enclose upper half of saw. Limit stops will be provided to prevent swing or sliding type cut-off saws from extending beyond front or back edges of the table. Each swing or sliding cut-off saw will be provided with an effective device to return saw automatically to back of table when released at any point of its travel.

Inverted sliding cut-off saws will be provided with a hood that will cover the part of the saw that protrudes above top of the table or material being cut.

Circular table saws will have a hood over portion of saw above the table, so mounted that the hood will automatically adjust itself to thickness of and remain in contact with material being cut. Circular table saws will have a spreader aligned with the blade, spaced no more than ½ inch behind largest blade mounted in saw. Circular table saws used for ripping will have non-kickback fingers or dogs. Feed rolls and blades of self-feed circular saws will be protected by a hood or guard to prevent hands of operator from coming in contact with in-running rolls at any time.

### Storage

All materials stored in tiers will be secured to prevent sliding, falling, or collapse.

Aisles and passageways will be kept clear and in good repair.

Stored materials will not obstruct exits. Materials will be sorted with due regard to fire characteristics.

### Theft

Theft of any company owned equipment or materials or the unauthorized removal of equipment or materials from a jobsite shall be cause for immediate dismissal.

### Tire Cages

A safety tire rack, cage, or equivalent protections will be provided and used when inflating, mounting, or dismounting tires installed on split rims or rims equipped with locking rings or similar devices.

### Tobacco Use

No smoking on any site or on any property of Derrick Companies

### Toilets

Toilets will be provided according to the following: 20 or fewer persons – one facility; 20 or more persons – one toilet seat and one urinal per 40 persons; 200 or more persons – one toilet seat and one urinal per 50 workers.

### Welding, Cutting, and Heating

Proper precautions (isolating welding and cutting, removing fire hazards from the vicinity, providing a fire watch, etc.) for fire prevention will be taken in areas where welding or other “hot work” is being done. No welding, cutting, or heating will be done where the application of flammable paints or presence of other flammable compounds or heavy dust concentrations creates a fire hazard. Equip torches with anti-flashback devices.

Arc welding and cutting operations will be shielded by non-combustible or flameproof shields to protect employees from direct arc rays.

When electrode holders are left unattended, electrodes will be removed and holder will be placed or protected so they cannot make electrical contact. All arc welding and cutting cables will be completely insulated. There will be no repairs or splices within 10 feet of electrode holder, except where splices are insulated equal to the insulation of the cable. Defective cable will be repaired or replaced.

Fuel gas and oxygen hose must be easily distinguishable and not interchangeable. Inspect hoses at beginning of each shift and repair or replace if defective.

General mechanical or local exhaust ventilation or air line respirators will be provided as required when welding, cutting, or heating hazardous materials or in confined spaces. Always wear approved tinted eye protection when welding or in areas where welding is being done.

#### Wire Ropes, Chains, Ropes, Etc.

Wire ropes, chains, ropes, and other rigging equipment will be inspected prior to use and as necessary during use to assure their safety. Remove defective rigging equipment from service immediately.

Job or shop hooks and links or makeshift fasteners formed from bolts, rods, etc. or other such attachments will not be used.

When U-bolts are used for eye splices, the U-bolt will be applied so the “U” section is in contact with dead end of rope.

#### Woodworking Machinery

All fixed power-driven woodworking tools will be provided with a disconnect switch that can be either locked or tagged in off position.

Derrick Companies Employee Safety Agreement

1. I have received a copy of Derrick Companies Policy Manual and have read and understand it.
2. I have received a copy of the Derrick Companies Safety Programs and have read and understand them.
3. I have been issued a hard hat, safety glasses and ear plugs and I understand that I am to wear them at all times, whenever I am on a Derrick Companies jobsite.
4. I understand that alcohol and drugs will not be allowed on any jobsite and that no employee will be allowed to work if alcohol or drug consumption is suspected.
5. In an effort to keep Derrick Companies jobsites as safe as they can be, I agree to bring to the attention of my employer any situation that I feel might compromise jobsite safety.

Jobsite Warning Notice

Please note that anyone acquiring three (3) notices for routinely unacceptable jobsite conduct or safety violations will be terminated. For any conduct normally subject to immediate termination, no notice will be required. (Example: alcohol or drug violation)

Signed \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Company \_\_\_\_\_