

This safety plan was approved on:

Signature:

Name:

Title:

2020

Occupational Health and Safety Plan



Occupational Health and Safety Plan reviewed and approved by:

Lesley V. Lagimoniere, QC/Safety Director

OSHA Authorized Construction Trainer and USACE CQC

A handwritten signature in blue ink, enclosed in a blue oval.

Contractor Bound by:

Gregory J. Lagimoniere, President



**WARDEN
CONSTRUCTION**

This Occupational Health and Safety Plan is submitted by:
Warden Construction Corporation 3653 Regent Blvd., Suite 201 Jacksonville, FL 32224

Warden Construction Corporation utilizes an Occupational Health and Safety Plan as well as a Site Safety Plan that is specific to each job site/task order. Areas where harm may befall any employee Warden Construction Corporation, the Owner/User/Client, or any other person, the area is clearly marked and Unauthorized Entry is PROHIBITED. Any person who enters a zone that is marked Unauthorized Entry PROHIBITED will be immediately escorted from the area and removed from the job site pending investigation. Please see the Site Safety Plan for each Task Order for more information.

Contract Number:

Project Title:

ALL WORK PERFORMED UNDER THIS CONTRACT WILL BE IN COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION TITLE 29 CODE OF FEDERAL REGULATIONS, PARTS 1910 AND 1926, USACE MANUAL EM 385-1-1, THE USACE MANUAL "CONSOLIDATED EM 383-1-1, AND ANY OTHER REGULATION APPLICABLE TO THIS CONTRACT THIS INCLUDES ALL LOCAL REGULATIONS.

THE PROJECT MANAGER , SUPERINTENDENT, AND SAFETY MANAGER WILL ENSURE COMPLIANCE WITH THIS PLAN.

To Whom the Health and Safety Plan Applies

The overall Safety plan and Accident Prevention plan applies to all subcontractors, their employees, suppliers, and personnel authorized to enter the job site, and employees of Warden Construction Corporation. The plan applies to anyone authorized to enter and perform work within the work zone.

Standard safety practices will be followed. The Safety Manager is responsible for the overall safety program and the Superintendent is responsible for job-site safety. Anybody entering the site must wear the following minimum personal protective equipment, in accordance with OSHA guideline (hard hat, ear, eye, hand, safety shoes, sleeved shirts, and long pants). Job site activities requiring specialized personal protective equipment (PPE) will be identified on the activity hazard analysis sheets and approved specialized PPE will be provided.

Obligations of Authorized Personnel:

All personnel to whom this Plan applies are obligated to follow standard safety practices at all times. All authorized personnel who enter the site must wear the minimum Personal Protective Equipment (PPE) required by OSHA as well as any site specific PPE that is identified in the Hazard Analysis. Any authorized personnel reporting to the job site must be PPE compliant to enter the site. Any authorized personnel who are not PPE compliant and who enter the job site will be in violation of this OHSP will be removed from the site and reported to their supervisor.

Any authorized Warden Construction Corp. personnel who observe a PPE violation must immediately report it to their direct supervisor or the appointed Safety Officer who is identified in the next section. Failure to do so could result in immediate termination of employment.

Warden Construction Corp. is responsible for compliance with all OSHA, EM 385-1-1, Oklahoma Local OSHA, Local requirements, Tinker AFB requirements, and regulations pertaining to Construction Activities. Additionally, Subcontractors are required to comply with the safety requirements of their portion of the project. The following is a list of personnel, and their authority in regards to safety, that will be responsible for safety compliance on this contract:

Safety Manager – Determined per Job

The identified safety manager is responsible for the overall review of contract plans and specifications and formulating the Activity Hazard Analysis. He also:

1. Reviews plans and specifications and prepares initial AHA.
2. Ensures compliance with company, local, state, and federal safety regulations.
3. Identifies PPE requirements.
4. Inspects job site for any unidentified, unsafe conditions regularly.
5. Analyzes risks and implements effective controls.
6. Prepares and submits safety related submittals.

Project Manager – Sherri Snowden

During the initial phases of work (site walk through, scheduling, trade overlap Tom will analyze the job and identify instances of potential property damage of personal injury. He advises the Safety Manager of these instances for inclusion on the AHA. Through frequent visits to the job site the Project Manager keeps a continual watch for possible future issues. His responsibilities include:

1. Analyzing specifications and involving the Safety Manager early to identify risks and determine controls.
2. Reviews safety efforts of the Project Superintendent and Safety Manager, corrects issues.
3. Ensure compliance with safety requirements on the job site.
4. Allocating funds to support the safety efforts of the job site.
5. Assisting in problem resolution with non-compliant subcontractors.

Superintendent/Safety Manager –

The Superintendent/Safety Manager is on the jobsite daily and will be our first line of defense in regards to safety. He has the complete authority to stop work on a job site for safety reasons.

He will direct personnel to correct the situation and will verify the corrective action was taken prior to continuing work. His chief responsibilities include:

1. Setting a good example by following all the safe job site protocols.
2. Coordinating with the employees and sub-contractors on matters relating to job site activities, existing or planned, to ensure adequate consideration is given to the prevention of accidents and injuries.
3. Ensures job site familiarity and compliance with all corporate, local, state, and federal safety regulations.
4. Conducts and keeps records of weekly safety meetings with employees at the job site.
5. Enforcing safety standards with all authorized personnel on the job site and contacting security for removal of all unauthorized personnel that are not immediately compliant.
6. Accident investigation, coordination, initial drug testing, and submitting the proper reports.
7. Daily inspections of the work areas for unsafe conditions or practices and ensuring corrective actions are taken to abate hazards.

APPOINTED SAFETY MANAGER/DESCRIPTION OF TRAINING

Warden Construction Corp. Management/Supervisory Personnel will carry a current 30-hour OSHA card. As Safety Officer they report directly to the company QC/Safety Director with regard to safety concerns. Our QC/Safety Director is an OSHA Authorized Construction Trainer. Our Superintendents will work along with and have responsibilities for ensuring that all our personnel and subcontractors work safely. Warden Construction Corp. shall adhere to the policies and guidelines of the USACE's Safety Manual EM-385-1-1, 2008, OSHA Standards, and Standard OSHA Safety Requirements, local requirements, as well as any other information deemed necessary. The ultimate accountability for the successful implementation of the Safety Program rests with the Safety Manager, Superintendent, Project Manager, and the Safety Director.

A. SUBCONTRACTOR SAFETY SUPERVISION AND COORDINATION

Warden Construction Corp. uses EMR Data and OSHA forms to evaluate the safety performance as part of their selection process. We will also accept NCCI forms and/or a letter from their insurance carrier stating their EMR.

Warden Construction Corp. subcontractors must fully comply with our OHSP when working at our project sites. Our Safety Officer meets with each subcontractor's supervisor before they have started any work and discusses the plan and safety procedures specific to the project and relevant to the subcontractor's duties. After this initial discussion, the employees of the subcontractor are then debriefed. Our subcontracts also include verbiage requiring our subcontractors to follow the safety and accident prevention plan for the task order as well as any Owner/User/Client specific safety requirements. If the subcontractor cannot perform his duties and abide by the rules and

regulations, his contract can be terminated. ANY WILLFULL VIOLATION WILL RESULT IN IMMEDIATE REMOVAL OF SUBCONTRACTOR PENDING INVESTIGATION.

Upon arrival at the project site, each subcontractor supervisor will check into the site office, informing the Project Manager and or Superintendent/Safety Manager of his location on site and the number of personnel working that day. This information is recorded for their records and daily reports.

The Superintendent/Safety Manager will coordinate with subcontractors and suppliers on phases of work, lay down area containment and control, delivery of materials, proper storage of hazardous materials, scheduling, and etc. This will be accomplished utilizing weekly safety meetings and subcontractor coordination meetings. The Superintendent/Safety Manager is responsible for insuring that Subcontractors conduct weekly safety meetings or that they attend Warden Construction Corp. s weekly meeting.

B. INDOCTRINATION OF NEW EMPLOYEES AND WEEKLY SAFETY MEETINGS

New Employee Orientation

The following topics will be addressed in the initial health and safety briefing.

1. The Safety Officer's Authority and responsibilities at the Job Site.
2. Approved Accident Prevention Plan.
 - a. Inform all subcontractor employees that a copy of the approved accident prevention plans was forwarded to each subcontractor performing work on this contract.
 - b. Inform all construction site employees of the requirement required that they become familiar with the plan. A copy is to be in the construction trailer and on the job-site.
3. Hazardous Operation Areas will be designated with signage and/or fencing.
4. First Aid Kit and Fire Extinguisher.
 - a. Job site location.
 - b. Report any usage of the first aid kit or fire extinguisher to the Safety Officer, to allow the replacement of item used.
5. Required Accident reporting procedures.
 - a. First aid cases - report to the Safety Officer only.
 - b. Occupational Injury or Illness, requiring OSHA Form 300, 300A, and/or 301.
6. Personal Protective Equipment as dictated by contract or AHA.
 - a. Safety toe footwear
 - b. Head protection
 - c. Hearing protection
 - d. Eye and face protection
 - e. Hand protection
 - f. Protective clothing
 - g. Respiratory devices

- h. All employees are required to wear the appropriate personal protective equipment in all operations where there is an exposure to hazardous conditions or where required by the Owner/User/Client.
- 7. Minimum Training/Certification requirements.
- 8. Hand and Power Tool, check out for correct use and safety procedures; and inspection before and after use.
- 9. Equipment safety requirements.
 - a. Personnel Lifts
 - b. Excavation equipment. Backup alarms.
- 10. Electrical protective equipment.
- 11. Station traffic regulation and permitted parking at the job site.
- 12. General House Keeping requirements.
- 13. Location of toilet facilities, washing facilities and drinking water.
- 14. Emergency Phone numbers (fire, ambulance, and hospital).
- 15. The location and proper use of the SDS Sheets.

Site Safety Meeting

The on-site Safety Officer will conduct a safety meeting to address job-related topics (e.g., hazard communications, CPR, basic first aid, safe use of tools and equipment, etc.). They will keep accurate records of the personnel in attendance, subjects discussed, and the date and times of the meetings. These meetings are typically held once per week however, any Site Superintendent is required to immediately shut down the job site and retrain if unhealthy or unsafe conditions are observed. Weekly safety records will be available to the Contracting Office at all times.

C. HOUSEKEEPING AND SANITATION

Daily cleanup of all debris and waste materials is required. Debris shall be removed on a regular basis. Trash barrels, garbage cans or dumpsters will be available for use by the subcontractors, suppliers and Warden Construction Corp.'s employees. The exact location of each will be discussed at the first safety meeting or when a new subcontractor comes onto the project. If trash chutes are utilized, specialized safety procedures for their use will be posted at the beginning of the chute and at the receptacle for the chute. Training will be held prior to the use of the chutes for the protection of personnel, property, and college personnel. WARDEN CONSTRUCTION CORP. is responsible for supplying the trash receptacles and ensuring the general clean up surrounding them.

Warden Construction Corp. will contract out to a sanitation company to provide the jobsite with toilet facilities in sufficient number to meet the requirements of EM385-1-1, unless other facilities are provided by the owner/user/client. Hand washing facilities will be provided at the site office, either in the jobsite trailer or temporarily set up on a project site for personnel to use. If eye wash or body wash stations are necessary for a specific hazardous task and none are available for use, a temporary wash system will be installed for this task.

Potable drinking water will also be available at the job site trailer for use by all personnel. The approved containers for the water will be supplied every morning with fresh water and disposable drinking cups. The site superintendent is responsible to ensure this task is done daily.

Safe access and egress must be maintained at all times. Daily inspection of any laydown area is required to make sure that no person or property may be damaged by its contents and must be in an area capable of being secured.

D. MECHANICAL EQUIPMENT INSPECTION

All mechanical equipment (trucks, cranes, forklifts, backhoes, graders, etc.) shall be inspected prior to use and at fixed intervals throughout the life of the project. All equipment will go through a daily inspection of all safety devices and equipment. Defective equipment will immediately be removed from the job site.

In the event that the equipment cannot be removed from the job site immediately it must be locked out or tagged out in accordance with OSHA's general industry Lock-Out/Tag-Out Standard (29 CFR 1910.147)

E. FIRST AID AND MEDICAL FACILITIES

In this section the closest emergency facilities will be included with address and phone number. This information is included in the Safety Plan and it will be posted at the jobsite trailer and carried by the Safety Manager/Superintendent. The Safety Manager/Superintendent is to be certified to administer CPR and First Aid.

The job site first aid shall be as a minimum 16-Unit First Aid Kit. This First Aid Kit will remain at the job site during construction hours. First Aid Kit shall comply with 29 CFR 1910.151 and 1926.50, constructed of waterproof containers, easily accessible to all workers, and each item maintained sterile. The contents of the first aid kit shall be checked by the QC/Safety Manager prior to their utilization and at least weekly when work is in progress to insure that expended items are replaced.

Portable fire extinguishers shall be at the job site at all times when work is in progress. The general job site fire extinguisher size shall be a minimum Class 2-A fire extinguisher. All Personnel Lifts and other similar equipment shall be equipped with at least one dry chemical or carbon-dioxide fire extinguisher with a minimum rating of 5-B: C. All Hot work shall have a compatible fire extinguisher in the immediate vicinity of the welding or cutting operation. All fire extinguishers shall be inspected and maintained as specified in NFPA 10.

F. ACCIDENT REPORTING

Site Record Keeping

1. All accidents will be reported to the Safety Manager within one hour. Accidents are also reported to the owner/user/client within required guidelines. The following accidents will be reported immediately.
 - a. Accidents likely to result in permanent disability or death.
 - b. Accidents involving hospitalization.
 - c. Accidents that have or are likely to receive coverage by the news media (so families can be notified by the company and/or owner/user/client before press release, if possible).
 - d. Accidents involving collapse or failure of structures or equipment.
 - e. Serious accidents involving equipment or vehicles.
 - f. Serious accidents or near-miss type accidents resulting from violation of safety rules.

Accident Reporting Responsibilities of the Safety Officer

1. The Project Manager or the Safety Manager, who either witnessed or investigated the accident, will immediately notify the Corporate Safety Director, Lesley Lagimoniere, of the incident. After the Safety Officer collects details concerning the cause and effect of the accident, he/she will submit, within 24 hours, a written report to the Home Office, along with a First Report of Injury if it is a worker compensation case. The accident report will contain the following information from each witness:
 - Contract and Contract Number
 - Name, address, and telephone number
 - Date, Time and exact location of accident
 - Employer name and job type
 - Summary of their statement
 - Comments concerning the accident
 - Accident details:
 - a.) Time of accident
 - b.) Weather conditions
 - c.) Other related information (physical setting, equipment observations)
2. The accident scene will be secured to prevent access by unauthorized personnel. No one will be admitted until an appropriate investigator completes his/her study of the incident. Under no circumstances, shall anything be removed without the permission of the Corporate Safety Officer.
3. Photographs of the accident, the surrounding areas and conditions in the immediate facility of the accident will be requested from contracting. If photographs are not available/permitted a sketch and/or diagram will be produced. If necessary, measurements shall be taken and shown within the sketch/diagram, along with directions (i.e., north, south, east, and west).

4. In the event of a motor vehicle accident or OSHA-type accident, a preliminary report shall be prepared and reviewed with the Corporate Safety Director and will be reported to the site security contractor, contracting officer, and Project Manager. With the advice of legal council, the Corporate Safety Officer shall then submit the report to the appropriate regulatory agency and the site security contractor, contracting officer, and project manager.
5. Warden Construction Corp.'s insurance carrier must also be notified, depending upon the type of accident (i.e., liability, worker's compensation, builder's risk, etc.). The investigation by an insurance adjuster shall receive full assistance and cooperation of company personnel.
6. All employees involved in the accident could be required to submit to an instant drug and alcohol screening by their supervision.

Safety Violations

1. Serious Violation:
 - a. A serious violation is a violation of any Company rule or regulation without premeditation. For a serious violation, the Safety Officer will determine the degree of discipline regarding the number of days off without pay for each of the first two violations.
 - i.) First offense - up to one day off without pay.
 - ii.) Second offense - up to three days off without pay.
 - iii.) Third offense - termination of employment pending supervisory review.
2. Willful Violation:
 - a. A willful violation is a violation of any Company rule or regulation with premeditation or forethought. For a willful violation, discipline is indicated in the following section. The type or degree of discipline is determined by the type and number of violations.
 - i.) First offense - termination of employment pending supervisory review.
 - ii.) Report Forms the Responsibility of the Site Safety Officer

Report Forms - Site Safety Officer Responsibility

1. Personal Injury to Employee (Worker's Compensation) - First report of injury:
 - a. Immediately prepare and submit "Supervisor's Investigation Report" and "First Report of Injury" within 24 hours of all injuries. The owner/user/client will be properly notified at this time. In the accident description, the supervisor will explain how the accident occurred. If a supervisor is not absolutely certain that the accident happened as the employee claims, he/she shall write, "The employee alleges" and so forth.

2. Public Liability and Property Damage (General Liability) - Auto or Other Liability Accident Notice:
 - a. The Safety Officer in cases must complete this form where an employee or equipment injures a person or damages property, not associated with our Company. The Project Manager or Safety Officer shall prepare this report for accidents involving others that occur near the job site where there is a possibility that we may be involved.
3. Reporting Unsafe Conditions and Practices:
 - a. This report must be made when unsafe working conditions or practices are observed.

Alcohol and Drug Policy Enforcement by the Safety Office

1. At the time of hire all new employees will be given a copy of our Alcohol and Drug Policy, sign a drug testing consent form. The Safety Officer will have all employees, involved in an accident during working hours, immediately tested for drug and alcohol usage. We realize that each state regulates testing procedures and our policy will be modified so as not to conflict with state requirements.

G. "SHELTER IN PLACE" EMERGENCY PLAN

The Project Manager for Warden Construction Corp., is the contact for all "Shelter In Place" Emergency Response text messages. Please contact him/her prior to any "Shelter In Place" Emergency so that he/she may program the number into his/her mobile device.

Should a Warden Construction Corp. employee or its subcontractors identify a "Shelter-In-Place" emergency they shall immediately contact our Project Manager who will then contact the emergency response department to initiate the process.

If there is an identified "Shelter-In-Place" location near the job site it will be identified in the Site Safety Plan. If there is not an identified "Shelter-In-Place" location one will be determined and identified on the Site Safety Plan.

Site Supervisors for each employer on each jobsite shall have a current and comprehensive list of all employees and will verify and secure the safety of each employee. Warden Construction Corp. will use the mass text message notification in order to remain in contact with our employees who will then notify subcontractors on the jobsite.

H. ACTIVITY HAZARD ANALYSIS AND MANAGEMENT

An AHA will be generated for each task order and as a part of OSHA Regulation 29 CFR 1910.1200(e) Hazard Communication each member of the team who may be exposed to hazardous chemicals must be warned of those chemicals through Hazard Communication Plans, SDSs, container and package labels, and written procedures for informing employees of the dangers of hazardous chemicals in unlabeled pipes. No chemical may be used on any job that is not properly labeled and have a current SDS on file.

All unlabeled pipes will be marked for identification. When identified the piping will be labeled and SDS information made available in the Site Safety Plan. If we are unable to identify we will request identification from Owner/User/Client. Upon identification from Owner/User/Client pipes will be labeled and SDS information made available in the Site Safety Plan.

Removal of labels from containers may result in termination without warning. All temporary containers must be considered an approved container as listed by the SDS and must have a proper label affixed prior to use.

DO NOT WORK AROUND ANY UNIDENTIFIED PIPES. CALL THE CONTRACTING OFFICER TO IDENTIFY AND PROPERLY MARK THE PIPE.

An Activity Hazard Analysis will be accomplished, documented, and included in the Site Safety Plan. Each Activity Hazard Analysis (AHA) shall include a description of the work, probable hazards related to that work and positive precautionary measures to be taken to reduce or eliminate each hazard. The Activity Hazard Analysis Form is located in the Site Safety Plan.

ALL HAZARDOUS MATERIALS MUST BE MAINTAINED IN A LOCKED FACILITY WITH PROPER VENTING TO AVOID COMBUSTION OR OTHER CATASTROPHIC EVENTS. ALL ITEMS MUST BE INVENTORIED AND SEPERATED IN DIFFERENT FACILITIES IF THEY MAY REACT TO ONE ANOTHER. PLEASE REVIEW ALL HAZARDOUS MATERIALS MSDS PRIOR TO USE.

I. SDS

A copy of the SDS for each hazardous substance at the site will be maintained and become a part of the Site Safety Plan. As each hazardous substance is identified by the required submittal process, a copy of the SDS sheet will be added to the job site folder as part of the Site Safety Plan. ALL EMPLOYEES MUST BE TRAINED IN THE GLOBALLY HARMONIZED SYSTEM.

J. OSHA REGULATIONS

OSHA Construction Industry Regulations 29 CFR 1926 shall be adhered to at all times except when City Regulations, State Regulations, and or Warden Construction Corp. Regulations are more stringent in which case the more stringent requirements supersedes the OSHA Regulation.

K. UNAUTHORIZED USAGE OF EQUIPMENT/MATERIALS

Unauthorized usage of equipment/materials is strictly prohibited. Unauthorized usage is defined as follows: 1. The usage of equipment/materials for which no training or safety direction has been provided. 2. The usage of equipment/materials that are damaged or altered from original working condition. 3. The usage of equipment/materials for purposes other than their original purpose.

L. SITE SAFETY PLAN

Though Warden Construction Corp. uses a generalized Occupational Health and Safety Plan we also make use of a Site Safety Plan. For project specific safety information and directives these Site Safety Plans will be submitted for each subsequent Task Orders. These Site Safety Plans will be kept on each jobsite for review.

M. BLOODBORNE PATHOGENS EXPOSURE CONTROL PLAN

Warden Construction Corp. incorporates, by reference, 29 CFR 1910.1030(c).

N. HAZWOPER SAFETY AND HEALTH PLAN

Should any HAZWOPER situations arise, Warden Construction Corp. will subcontract with a HAZWOPER subcontractor who is qualified under 29 CFR 1910.120(b)

O. TRAFFIC CONTROL AND HAZARD MARKING

Warden Construction Corp. follows the MUTCD – Manual on Uniform Traffic Control Devices and workers deployed to the hazard zone should take Module 1: Work Zone Traffic Control at www.OSHA.gov prior to entering the hazard zone. Universal signage and/or barriers are used to clearly mark any hazard in the traffic zone as well as to clearly mark any change in the traffic pattern. Employees working in the traffic zone will be provided with a fluorescent safety vest or jacket and hard hat in addition to their standard PPE. Any hazards will be indicated on the Hazard Analysis.

P. LOCK-OUT/TAG-OUT PROCEDURES

Personnel authorized to perform lock-out shall be certain as to which switch, valve, or other energy isolating devices apply to the equipment being locked out. More than one energy source (electrical, mechanical, or others) may be involved. Any questionable identification of sources shall be cleared by the employees with their supervisors. Before lockout commences, job authorization should be obtained.

Protocol

1. Notify all affected employees that a lockout is required and the reason.
2. If the equipment is operating, shut it down by the normal stopping procedure.
3. Operate the switch, valve, or other energy isolating devices so that the energy source(s) (electrical, mechanical, hydraulic, other) is disconnected or isolated from the equipment.
4. Lockout energy isolating devices with an assigned individual lock.
5. Stored energy, such as that in capacitors, springs, elevated machine members, rotating fly wheels, hydraulic systems, and air, gas, steam or water pressure, must also be dissipated or restrained by methods such as grounding, repositioning, blocking, bleeding down.
6. After ensuring that no personnel are exposed and as a check on having disconnected the energy sources, operate the push button or other normal operating controls to make sure the equipment will not operate. CAUTION!! Return operating controls to neutral position after the test.
7. The equipment is now locked out.

Lock out on electrical panels in areas that will cause harm to persons will be padlocked and clearly marked with signage that states NOT UNAUTHORIZED ENTRY PERMITTED.

Q. FIRE PROTECTION, FIRE INSPECTIONS, AND EMERGENCY PROTOCOL

1. All electrical wiring and equipment for light, heat, or power purposes must be installed properly according to the Electrical Standard (29 CFR 1926, Subpart K) and must be inspected by a competent person prior to use.
2. Equipment powered by internal combustion engines must be located so that the equipment does not vent its exhaust near combustible materials. If the exhausts are piped to the outside of a building under construction, a clearance of at least 6 inches must be maintained between the exhaust pipes and combustible materials. This protocols must be expected daily to ensure they maintain guidelines.
3. Smoking is PROHIBITED at or in the vicinity of operations that constitute a fire hazard. A sign reading "NO SMOKING OR OPEN FLAME" must also be posted. Areas will be inspected periodically and anyone who sees anyone smoking in these areas is obligated to immediately report the siting to site safety personnel.
4. All portable battery-powered lighting equipment if used in connection with the storage, handling, and use of flammable gases or liquids, must be approved for use in hazardous locations. This equipment must be inspected to daily to verify it is in good working order.
5. When used in the cleaning or ventilation of tanks or vessels that contain hazardous concentrations of flammable gases or vapors, the nozzle of any air, inert gas, or steam line or hose must be coned to the tank or vessel shell; however, bonding devices may not be attached or detached in hazardous concentrations of flammable gases and vapors. These vessels, lines, tanks must be inspected daily to prevent deterioration and leaks.

Exterior or Interior storage facilities must be inspected and reviewed prior to storage of any item notated as flammable of the SDS. Fire Extinguishers must be rated to cover the size and contents of the area.

R. JOB SITE SAFETY INSPECTION

The Superintendent/Safety Manager is the person responsible for Safety Inspections. Warden Construction Corp. uses the USACE CQC Inspection phases to inspect both the quality and safety of the job site. The Project Manager/QC Manager is always a part of these phases as well. The phases are as follows:

1. Preparatory Phase – This phase allows the opportunity to view the job site and make notations in preparation for completing his Activity Hazard Analysis. After this meeting the AHA is sent to the contracting officer for review and approval as well as for distribution to the Government personnel who will be on the job site during the performance period. This will assist in keeping Government employees safe as well. Once the AHA has been approved the job site will be abated of those hazards.
2. Initial Phase – The AHA will be reviewed at this meeting. Copies will be made for each individual who will have access to the job site. The Job Site will be inspected at this time to ensure that all hazards have been abated prior to personnel arriving at the job site.
3. Milestone Phases – Milestone inspections are typically made as each higher level item is completed. These inspections allow us to maintain the quality of the product and at the same time allow us to verify that all cleanup work has been done and the job site has been returned to our level of safety standard.
4. Follow up Phase – This phase allows us to verify final cleanup has been completed, there are no general hazards left on the job site and that the job was completed in the manner expected of Warden Construction.

S. FALL PROTECTION

Warden Construction Corp. protects its employees with conventional fall protection including guardrail systems, safety net systems, or personal fall arrest systems. However, in instances where these three systems present more danger than other less conventional methods a qualified person will be brought in to design a plan to keep all employees safe.

All employees engaged in construction 6 feet or more above lower levels must be protected by conventional fall protection (i.e. guardrail systems, safety net systems, or personal fall arrest systems) or other allowed fall protection measures (e.g. the use of warning lines and safety monitoring systems during the performance of roofing work on low sloped roofs), unless the employer can demonstrate that such fall protection is infeasible or presents a greater hazard (in which case a Fall Protection Plan must be implemented).

In the event that scaffolding is to be used fall protection protocols must be in place for both the erection and dismantling of the scaffolding and well as during its use. Please see the scaffolding section for more information.

T. HEAT STRESS CONTROLS

Warden Construction Corp. USES THE OSHA HEAT TOOL IN ORDER TO HAVE HEAT CONTROL PROTOCOLS AT OUR FINGERTIPS ON ALL JOB SITES. This tool is free and downloadable on any smart phone.

The following information comes from The CDC and NIOSH directly. A printable posted is attached for your usage. We also follow the guidelines/recommendations from the CDC and NIOSH below:

Recommendations for Employers

Employers should take the following steps to protect workers from heat stress:

- Schedule maintenance and repair jobs in hot areas for cooler months.
- Schedule hot jobs for the cooler part of the day.
- Acclimatize workers by exposing them for progressively longer periods to hot work environments.
- Reduce the physical demands of workers.
- Use relief workers or assign extra workers for physically demanding jobs.
- Provide cool water or liquids to workers.
 - Avoid alcohol, and drinks with large amounts of caffeine or sugar.
- Provide rest periods with water breaks.
- Provide cool areas for use during break periods.
- Monitor workers who are at risk of heat stress.
- Provide heat stress training that includes information about:
 - Worker risk
 - Prevention
 - Symptoms
 - The importance of monitoring yourself and coworkers for symptoms
 - Treatment
 - Personal protective equipment

Recommendations for Workers

Workers should avoid exposure to extreme heat, sun exposure, and high humidity when possible. When these exposures cannot be avoided, workers should take the following steps to prevent heat stress:

- Wear light-colored, loose-fitting, breathable clothing such as cotton.
 - Avoid non-breathing synthetic clothing.
- Gradually build up to heavy work.
- Schedule heavy work during the coolest parts of day.
- Take more breaks in extreme heat and humidity.

- Take breaks in the shade or a cool area when possible.
- Drink water frequently. Drink enough water that you never become thirsty. Approximately 1 cup every 15-20 minutes.
- Avoid alcohol, and drinks with large amounts of caffeine or sugar.
- Be aware that protective clothing or personal protective equipment may increase the risk of heat stress.
- Monitor your physical condition and that of your coworkers.

U. EMERGENCY PROTOCOL

1. In case of Fire, pull the fire alarm and send an all call for all employees, workers, subcontractors, or government employees to immediately evacuate. Only a certified, designated employee may use fire extinguishers. If a fixed sprinkler or fire suppression system is in place ALL occupants must evacuate and call 911 and 748-8000 to notify security personnel.
2. In case of a work place violence, weather conditions, or active shooter situations please refer to the “Shelter-In-Place” protocol.
3. In cases of gas leaks or other hazardous material accidents evacuate the premises and call 911, 748-8000 Security 746-5713 Safety Specialist
4. In case of catastrophic injury to a person call 911 immediately and 748-8000 Security.
5. In case of person contact with hazardous materials consult the SDS sheet in the Site Safety Information for proper protocol for treatment of the specific hazard.

V. EXCAVATION PROTOCOL

Warden Construction will identify a competent person on any job site requiring excavation. He will complete existing underground line locates, accident investigations, and will immediately notify subcontractors, contracting, and immediate supervisors of any accident or unsafe condition that could result in an accident.

The competent person will be capable of identifying existing and predictable hazards in the surroundings or working conditions that are unsanitary, hazardous, or dangerous to employees AND has the authority to take prompt corrective measures to eliminate them per 29 CFR 1926.650(b).

The competent person must make daily inspections in order limit employee exposure. Those inspections should occur before work begins each shift, as needed during the work shift, after each rainstorm, and after any occurrence that may increase exposure risk.

Standard 29 CFR 1926, Subpart P does not denote any specific training requirements. However, In any situation where excavation is to be performed in an unstable situation a “registered professional engineer” will be required to review site prior to commencement of work.

As with any hazardous job site condition, preplanning is the most effective way to avoid exposure. The following protocol should be followed prior to commencement of any work:

1. Evaluate soil conditions and select appropriate protective systems.
2. Construction protective systems in accordance with the OSHA standard.
3. Note overhead lines and contact gas and electric utilities to locate underground lines using One Call.
4. Plan for traffic control, if necessary.
5. Determine proximity to structures that could affect the choice of protective system.
6. Test for low oxygen, hazardous fumes, and toxic gases, especially when gasoline-driven equipment is running or dirt has been contaminated by leaking lines and/or storage tanks. Make sure that adequate ventilation or respiratory protection is provided, if needed.
7. Plan for safe access into and out of excavation.
8. Provide appropriate protection if water accumulation is a problem.
9. Plan the work so that excavations are kept open the minimum amount of time needed to complete operations.
10. Daily inspection of the site at the start of each shift and following a rainstorm or any other event that could increase the hazards involved.

W. SILICA EXPOSURE LIMITS AND PROTOCOL

Protecting the employee is the first priority of any silica safety plan therefore putting protective protocol in place is the first step. The following are some of the measure put into place in silica risk environments:

1. Measurement and control of employee airborne exposure through methods such as:
 - a. dust collection systems
 - b. replacing crystalline silica materials with safer substitutes
 - c. use of abrasives with low levels (less than 1%) of crystalline silica to prevent quartz dust from being released in the air
 - d. use of water through the drill stem during rock drilling
 - e. applications of water to the saw blade while sawing concrete, masonry, or granite
 - f. wet sweeping instead of dry sweeping
 - g. vacuums with HEPA filters
2. The use of appropriate respirators during:
 - a. inside blasting room operations, or
 - b. blasting operations where concentrations of dust may exceed allowable limits.
3. Training employees in hazards of silica dust exposure and appropriate control measures.

Employee training for employees who may be exposed to silica dust must include:

1. The hazards and potential health effects of exposure to crystalline silica
2. How to reduce exposure through engineering controls, work practice controls, and the use of personal protective equipment.
3. The purpose and set up of regulated areas containing crystalline silica.
4. Safety Data Sheets for silica, masonry products, alternative abrasives, and other hazardous materials.

X. SCAFFOLDING ERECTION AND DISASSEMBLY

Any employee involved in the erecting, disassembling, moving, operating, repairing, maintaining, or inspecting a scaffold must be trained by a competent person to recognize any hazards relating to the work. (Please review SECTION F for fall protection as well.) Training topics must also include: nature of scaffold hazards; proper erection, disassembly, movement, maintenance, operation, repair, and inspection of the type of scaffold in question; and design criteria, load capacity, and intended scaffold use.

Training for Scaffolding erection and dismantling must be provided with the following minimal training:

General Overview of Scaffolding:

1. Regulations and standards.
2. Erection and Dismantling Procedures
3. Personal Protective Equipment and proper procedures
4. Fall protection
5. Materials handling
6. Access
7. Working platforms
8. Foundations
9. Guys, Ties, and Braces

Tubular Welded Frame Scaffolds:

1. Specific regulations and standards
2. Components
3. Parts Inspection
4. Erection and dismantling planning
5. Guys, Ties, and braces
6. Fall Protection
7. General Safety
8. Access and Platforms
9. Erection and dismantling procedures
10. Rolling scaffold assembly
11. Putlogs

Tube and Clamp Scaffolds:

1. Specific Regulations and Standards
2. Components
3. Parts Inspections
4. Erection and Dismantling Planning
5. Guys, Ties, And Braces
6. Fall Protection
7. General Safety
8. Access and Platforms
9. Erection and Dismantling Procedures
10. Buttresses, Cantilevers, and Bridges

System Scaffolding:

1. Specific Regulations and Standards
2. Components
3. Parts Inspection
4. Erection and Dismantling Planning
5. Guys, Ties, and Braces
6. Fall Protection
7. General Safety

Retraining is required if an employee lacks the skill or knowledge to safely erect, use, or dismantle scaffolds. Situations where retraining would be required include the following:

1. Changes at the worksite create a hazard for which an employee has not already received training
2. Changes in the scaffold type, fall protection, falling object protection, or equipment create a hazard for which an employee has not received training.
3. Problems with an employee's work indicate that retraining is needed.

Y. CRITICAL LIFT PLAN

THE CRITICAL LIFT PLAN, IF APPLICABLE, IS ATTACHED TO THE SITE SAFETY PLAN. PLEASE SEE SITE SAFETY PLAN.

Z. COVID-19 AND/OR OTHER REPORTABLE/RECORDABLE DISEASE

CoVid-19 and other reportable disease will be addressed as a part of the Site Specific Safety Plan.

SITE SAFETY PLAN

Contractor: Warden Construction Corp
 3653 Regent Blvd., Suite 201
 Jacksonville, FL 32224
 QC/Safety Director: Lesley Lagimoniere
 (904) 234-5432

Site Office:

In Case of an Emergency please call: 911

Sub-Contractor Listing

Sub-Contractor	Supervisor	Phone Number	Work Date

EMERGENCY INFORMATION: Please fill in according to job-site location

1. **Fire, Police and First Aid** **Phone # (911) Hospitals:**
 - a. **Name :**
Address :
Phone:
2. **Site Resources:**
 - a. **Phone** **CELL**
 OFFICE
 - b. Site First Aid Kit 16-Unit.
 - c. Water sources at site office
3. Emergency Response chain-of-events.
4. Contact Emergency Response Personnel at (911)
 - a. Secure the accident scene for future investigation.
 - b. Contact **Tom Duncan** by Phone.
 - c. Submit OSHA required Forms to the CLIENT REPRESENTATIVE, Home Office and Insurance Company.
 - d. Determine the cause for the accident and take corrective actions.
5. Shelter-In-Place Location Map below: If no map attached here, see building maps located near each elevator lobby or stairwell. Shelter-in-Place should be indicated for severe weather and hazardous conditions if one single location is not useable for both.
6. Please identify below what Personal Protective Equipment if required on this job-site.
7. Please indicate any fall hazards and the fall protection to be utilized on this job-site below:

Please indicate any temporary construction buildings and/or facilities. Include their layout and a description and photo (sketch if photo is not allowed) of any temporary power and/or water supply. If temporary construction is a trailer please describe anchoring system. Please include this information at the back of the Site Safety Plan.

EMPLOYER RESPONSIBILITIES:

1. Warden Construction Corp. and all its sub-contractors/suppliers take responsibility for the health and safety of the employees and visitors to the job site.
2. Warden Construction Corp. and all its sub-contractors/suppliers will provide Personal Protective Equipment and training for its use to their personnel.
3. Warden Construction Corp. will hold weekly safety training meetings at the beginning of the work day.
4. Warden Construction Corp. and its sub-contractors/suppliers will maintain all signage and Lock/Tag Out protocol on each project by trade.
5. Warden Construction Corp. will maintain an OSHA approved First-Aid kit at the Site office and each project management personnel keep a kit on their vehicle and company transportation.
6. Warden Construction Corp. will provide personal hygiene stations where facilities are not readily available.
7. Warden Construction Corp. will require sick workers to remain at home and remove sick workers from the job-site.
8. Warden Construction Corp. will require those exposed to CoVid-19 like symptoms to not report to the job site.
9. Warden Construction Corp. will require persons returning from CDC identified areas to quarantine using current CDC guidelines.
10. Warden Construction Corp. will Identify, clean, and sanitize high-risk transmission areas on schedule.
11. Warden Construction Corporation will perform daily Job Hazard Analysis to include daily CoVid-19 health questions.
12. Warden Construction will provide visual aids to assist teaching proper hand washing techniques.
13. Warden Construction will use engineering controls, to include scheduling, to limit the number of people on a job site.
14. Warden Construction will educate/train employees about general precautions and will update its employees as to current health trends regarding workplace safety and CoVid-19.

PERSONNEL RESPONSIBILITIES:

1. All employees are expected to comply with the established safety regulations and requirements, to support continuing awareness for safety and to recommend specific changes and improvements to existing safety rules and policies. Failure to do so could result in removal from the job site.
2. All employees are expected to report any safety or health work issues, to Tom Duncan.
3. **ALL** accidents, even those resulting in only Standard First Aid treatment, must be reported to Tom Duncan within 1 hour of the accident.
4. **ALL** incidents that meet the requirements set forth in OSHA 1904.7(a) must be reported and recorded within 1 hour of the incident.
5. The jobsite must be maintained in clean, healthy, and sanitary condition.
6. Employees are responsible for inspecting all hand and power tools prior to the start of each shift or before each use, Lock/Tag Out any damaged equipment, and notify the QC/Safety Manager.
7. No food or drinks other than water will be allowed on any Warden Construction Corp. jobsite. Persons with medical conditions that warrant special drinks and snacks will be granted exemption from this rule. All subs and their employees must eat outside, in their vehicles, or at an offsite location and are responsible for their own housekeeping of lunch refuse.

8. No smoking or tobacco use of any kind will be allowed within 50ft of any doorway or window. Proper disposal of extinguished cigarette butts is mandatory. No tobacco use of any kind is allowed on any job site.
9. All employees are required to remain at home and report to their direct supervisor if they exhibit CoVid-19 or Flu like symptoms. If you become ill at work notify your direct supervisor immediately.
10. All employees are required to report if someone in their household exhibits CoVid-19 or Flu like symptoms, are undergoing testing for CoVid-19, or have a positive test.
11. All employees are required to wear PPE as identified by your Project Manager or Superintendent.
12. All employees are required to maintain good workplace hygiene , including hand washing practices, and cough/sneeze etiquette.
13. All employees are required to maintain the 6ft personal space recommendation unless warranted for the safety and wellbeing of another team member. Hand shaking, touching, and closer contact during lunches and breaks are prohibited.
14. All employees who keep mobile devices on the job site are personally responsible for routine sanitizing of the device. Taking cell phones into restrooms or other high traffic areas is not recommended or advised.
15. Sharing of mobile devices is prohibited. If you do not have access to your device, have a co-worker make the call for you and relay the information.
16. Do not share tools or equipment unless you have thoroughly sanitized it. Contact the Manufacturer for proper sanitizing technique for each unique tool or piece of equipment.
17. When possible, provide one point of access to each job site and require each person to sanitize shared surfaces, (i.e. doorknobs, handrails, and handles, etc.) as they use them.

Safety Meeting Minutes for Job Number:			
DATE:		Time:	Location:
Meeting called			
Type of			
Facilitator			
Note taker			
Timekeeper			
Attendees			
Topic			
	Presented by:		
Discussion			
Conclusions			
Action Items	Person	Deadline	
Topic:			
	Presented by:		
Discussion			
Conclusions			
Action Items	Person	Deadline	
Topic:			
	Presented by:		
Discussion			
Conclusions			
Action Items	Person	Deadline	

CRITICAL LIFT PLAN

GENERAL DATA:

Contract #:	Lift Date:
Lift Time:	Lift Height:
Lift Location:	
Lift Description:	
Lifting Device ID#	

CRANE INFORMATION:

Manufacturer:		Model:	
Mobile Crane Capacity (lba)	Over Front:	Over Rear:	Over Side:
Route of Crane Travel:			
Tower Crane Capacity (lbs)		Maximum Radius (ft)	
Boom Length:		Jib Length:	
Load Block	# of Sheaves	Size:	Weight:
Secondary Block	# of Sheaves	Size	Weight:
Hoist Rope Diameter:			
Maximum Rated Capacity for Lift Radius and Boom Angle (lbs):			
Maximum Crane Load for Lift Radius and Boom Angle (lbs):			
Lift Rated Capacity (%)			

LOAD

Load Weight (lbs)	Source of Load Weight:
Load Weight Confirmation:	
Total Rigging Weight (blocks, lifting beam, slings, shackles, rope, etc.) in lbs:	
Total Load Weight (load + rigging) in lbs:	
Note: Attach a diagram of the intended path of the load.	

RIGGING

Sling(s)	Number:	Diameter:
	Length:	Capacity (lbs):
Shackle(s)	Number:	Size:
	Type:	Capacity (lbs);

Note: Attach a rigging plan or diagram that identifies intended lift points, sling, angles, and sling connections.