

Health and Safety Program (HASP) incorporating OSHA Hazard Communication Program (HAZCOM)

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Program Statement

A & L
Cesspool
Service
Corp.

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Policy Statement

It shall be the policy of the company to attempt to provide a safe environment for our workers and the community to which we all belong.

Health and Safety Program (HASP)¹

The company HASP is designed to address the company policy by:

- 1) Creating a program that conforms to regulatory standards;
- 2) Educating all personnel about the program;
- 3) Enforcing the program and compliance standards.

Vision

An accident and incident free environment.

Mission

Make safety a habit.

Objectives

- 1) Deploy a training program;
- 2) Monitor, record and report program compliance;
- 3) Evaluate performance;
- 4) Correct any deficiencies.

Gregory Forte
Principal

Date

¹ This document is the newest revision of the Company's Health and Safety Program.

Policy Implementation

Safety Committee

In order to evaluate the effectiveness and to monitor the implementation of all company safety programs, a Safety Committee shall be established.

The committee shall be appointed by the principals of the company and shall be comprised of the following:

Safety Programs Committee President:	An officer or director of the company;
Safety Programs Coordinator:	the company Safety Coordinator;
Safety Programs Evaluator:	an available Program Manager;
Safety Programs Consultant²:	a Certified OSHA Consultant.

The committee (**See Addendum A. (The Safety Committee)**) shall be responsible for the following:

- 1) Identifying which safety programs to implement;
- 2) Assigning program management responsibilities;
- 3) Monitoring program compliance and evaluating program effectiveness;
- 4) Selecting third party providers and safety vendors;
- 5) Processing purchase orders and processing requests for sanctions and appeals.

The committee shall meet as directed by the committee president.

General Policies

Requirement to Report Safety Violations, Accidents, Injuries, incidents and Non-compliance and Anonymity and Protection

It is requirement for all personnel to immediately report and disclose all information related to any unsafe operation, accident, injury, incident, or non-compliance with any safety program.

As such; it shall be the policy of the company to afford all personnel, on a “Best-Efforts-Basis”, the following:

- 1) Anonymity: when reporting the safety violation of another person, or by suggesting safety related improvements to policy or procedures; and
- 2) Protection: from demotion or employment termination when reporting a safety violation of another person.

EXAMPLE OF PROTECTED ACTIVITY: A subordinate “shall not” be disciplined or suffer any negative employment action for immediately reporting a supervisor involved in an accident.

² The Consultant shall be appointed by the committee president or his representative and should be employed by an OSHA certified Consulting practice. Presently, the Company contracts: Lovell Safety

EXAMPLE OF NON-PROTECTED ACTIVITY: A subordinate “shall” be disciplined for failing to immediately report a supervisor involved in an accident.

ADDITIONALLY: Employees “may not” agree that only one employee need report an incident. Both must report the same incident. There is no protection against negative employment action for any employee engaging in any criminal action or activity.

Employees will have been considered to have satisfactorily reported a safety related incident only when contacting the President of the company, or the Safety Coordinator of the company, or the Dispatcher of the company. Reporting an incident to anyone else in the company is insufficient to meet the reporting requirement of any safety program.

When any employee is involved in an auto accident, additional reporting requirements require each employee involved in the accident to immediately contact civilian law enforcement.

Enforcement

A safe working environment is a right for our personnel and the public and program non-compliance with any safety program is a danger to the entire community. As such, the company shall determine the severity of any non-compliance or safety hazard and the company reserves the right, at its sole discretion, to use any legally permissible disciplinary measure necessary to ensure safety program compliance. Enforcement options include, but are not limited to the following:

- 1) Oral admonishment;
- 2) Written reprimand;
- 3) Demotion or Suspension with or without pay;
- 4) Employment termination.

Expectation of Privacy

All personnel, including employees, contractors and visitors, understand that, while on company property (including company vehicles), they have no expectation of privacy and every person agrees to have their person and property searched and to have their activities monitored and recorded.

Safety Investigations and Program Inspections

It is necessary to conduct investigations and inspections to determine the effectiveness of any safety program and to ensure compliance. Therefore, it is the policy of the company that:

- 1) All Safety related programs, policies and procedures be “formally” inspected and non-compliance be investigated when necessary or required and no-less-than (NLT) annually;
- 2) Results of any inspection or investigation shall be immediately available to the safety committee for review;
- 3) Results of any formal inspection or investigation be noted and preserved for such time as required or for a period of NLT 3 years, whichever is longer.
- 4) All personnel are required to cooperate fully and truthfully in any inspection or investigation;
- 5) All personnel shall keep all information related to any inspection or investigation confidential unless authorized in writing by the company president to release the information.

Workplace Security

It is the policy of the company that:

- 1) No action be taken to jeopardize the security of company personnel or the public;
- 2) No hazardous, illegal or unauthorized material, liquid, gas or substance (referenced as material) may be brought onto any company premises, property, or into or on any company vehicle;
- 3) No unauthorized hazardous material or unauthorized personal property be used to perform any company function or operation;
- 4) All personal and company equipment and materials are properly and safely secured;
- 5) No unauthorized or untrained person shall have access to, or permission, to use any equipment or material he or she is not certified or expressly authorized to use;
- 6) No equipment or material shall be removed from the premises without expressed approval;
- 7) No equipment, tool, material, vehicle, record, or data may be used for any personal reason or personal record keeping;
- 8) No equipment, tool, material, waste, oil, vehicle, record, or data may be transferred to any other party other than an authorized A & L Cesspool person.

All personnel are required to:

- 1) Safeguard and secure all company issued equipment, tools, machines, materials and vehicles;
- 2) Safeguard and secure all company operational areas and facilities;
- 3) Safeguard all confidential and proprietary information.

The Company shall monitor compliance under the following guidelines:

- 1) Randomly and without notice;
- 2) Using GPS tracking devices;
- 3) Using software, photographic and other electronic monitoring and recording technologies;
- 4) Via physical inspection and record keeping.

Any person engaging in any activity, that in any way, circumvents, disrupts or defeats the monitoring of company activities or property will have their employment terminated.

All supervisors should become familiar with: <http://www.dms.usda.gov/physicalsecurity/workplace.htm>.

Workplace Impairment

Impaired personnel jeopardize the safety of company personnel and the public. An impaired worker is extremely dangerous and is considered a workplace hazard. Therefore, it is the policy of the company that no person (employee or other) shall consume, possess or store any illegal substance or be intoxicated or otherwise impaired in any manner while or when:

- 1) On the premises or at another off-site work-related facility or location;
- 2) “Clocked-in” for work;
- 3) Deploying any tool;
- 4) Operating or being transported in or on any vehicle, machinery or any other device;
- 5) Handling or using any material (hazardous or otherwise) or disposing of any waste.

The Company, according to municipal or regulatory authority, reserves the right to test any person for impairment. Testing is conducted under the following guidelines:

- 1) According to federal, state or municipal regulation;
- 2) With or without notice;
- 3) Result confidentiality shall be maintained on a Best Efforts Basis; however, the company reserves any legally permissible right to report any findings to appropriate regulatory authorities and to cooperate in any law enforcement investigation or civil proceeding.

All supervisors should become familiar with: <https://www.osha.gov/SLTC/substanceabuse/index.html>

Workplace Violence

Workplace violence is not tolerated. It is the policy of the Company that no person shall be exposed to any form of workplace violence, harassment or intimidation.

At no time shall any person engage in the following:

- 1) Threatening, harassing or extortive behavior;
- 2) Improper or illegal physical contact;
- 3) Unless specifically licensed, authorized and directed to; carry, brandish, store or use any weapon on company property or to engage in any of the above at any off-site company related job site.

At no time should any person confront a potentially dangerous individual in the workplace. Any threatened individual should immediately inform a supervisor or, if necessary, notify law enforcement personnel.

All supervisors shall be responsible to monitor personnel behavior, look for signs of stress or tension and to report any potential hazards to a safety committee member immediately.

All supervisors should become familiar with: http://www.osha.gov/OshDoc/Directive_pdf/CPL_02-01-052.pdf

Workplace Leisure and Breaks

It is the policy of the company that any Leisure Products (such as tobacco) or break activities that require an ignitable flame or heat source be prohibited under the following circumstances: when;

- 1) On the company premises; or
- 2) At a job related "off-site" location; or
- 3) Sitting in or operating a company vehicle; or
- 4) Operating or using any company equipment or tool; or
- 5) Handling or near any hazardous or flammable material.

All personnel are required to:

- 1) Ensure no heat source, flame producing device or hazardous flammable material is stored on company premises;
- 2) Inspect themselves before entering the premises or engaging in any activity stated above;
- 3) Immediately report any hazard or activity that may ignite a flame.

All personnel should become familiar with:

http://www.osha.gov/dte/library/flammable_liquids/flammable_liquids.html

Workplace Dress Code

It is the policy of the company that all personnel dress appropriately to safely perform their job functions.

Not including any assigned Personal Protective Equipment (PPE), personnel are required to dress in the following manner:

Facilities: All facilities (grease operations) personnel are required minimally to wear: work boots (steel toe recommended), long pants which extend from the waist to the ankle, a shirt with sleeves (prohibited are "tank tops" or shirts with sleeves shorter than normal short-sleeve shirts).

Off site: All off-site personnel are required minimally to wear: work boots (steel toe recommended), long pants which extend from the waist to the ankle, a shirt with sleeves (prohibited are "tank tops" or shirts with sleeves shorter than normal short-sleeve shirts).

Admin: All administrative personnel are required minimally to wear clean and neat casual clothing which does not present any health or safety hazards.

Personal Protective Equipment (PPE)

PPE is issued to non-administrative personnel. Personnel are required to wear PPE when performing any non-administrative function or when exposed to hazardous conditions.

It is required by law that personnel who are issued PPE must use it. Regardless of any minimum program or regulatory requirement, when a reasonable probability of "Hazard, Danger or Injury" exists, personnel shall employ (wear and use) the appropriate PPE and employ the appropriate safety measures and precautions.

The expense of initial PPE issuance and normal replacement shall be borne by the Company.

Personnel are required to use PPE under the following guidelines:

- 1) Whenever there is a perceived hazard;
- 2) Whether by law or when having been instructed to do so;
- 3) The user of PPE is responsible to conduct a personal inspection of the equipment before and after use;
- 4) The user is responsible to secure and safeguard their issued PPE;
- 5) The user is personally required to maintain PPE in "good-working-clean" condition;
- 6) Personnel are required to immediately report any PPE deficiencies;
- 7) PPE is generally "personalized", unless there is no other alternative, do not use any other personnel's PPE;
- 8) Use of PPE must only be for the proper intended purposes and only as directed;
- 9) Personnel shall not use faulty, damaged or unsafe PPE;
- 10) Personnel shall never use any "rigged" or non-related substitute equipment as PPE;
- 11) Unless authorized in writing by the safety coordinator, personnel shall not use "their own" PPE as a substitute for company issued PPE.

Supervisors are responsible to ensure that all personnel have and employ their PPE.

Regulatory information pertaining to PPE can be located at:
<http://www.osha.gov/SLTC/personalprotectiveequipment/>

And: http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_id=20094&p_table=FEDERAL_REGISTER

Program Statement

It is the objective of this program to:

- 1) Describe the overall company safety program;
- 2) Identify program management responsibilities;
- 3) Educate affected or covered employees and monitor their compliance.

Program Implementation

Program Management

To evaluate the effectiveness and to monitor the implementation of this safety program, a Program Committee shall be established.

The committee (**See Addendum B. (The Program Committee)**) shall be appointed by the safety committee president and shall be comprised of the following:

Program Manager (PM):	principal of the company;
Program Supervisor (PS):	principal of the company;
Program Coordinator (PC):	company safety coordinator.

Program Management Responsibilities

Program Manager

- 1) Understand applicable municipal regulations pertaining to the assigned program;
- 2) Designate program priorities using regulatory standards and job-related safety concerns;
- 3) Evaluate the program statement for its compliance with regulatory standards and its applicability to job related safety concerns;
- 4) Monitor compliance with the program, enforce the program standards, sanction those not in compliance and evaluate program effectiveness;
- 5) Assign the PS;
- 6) Ensure the appropriate resources are available to implement the program effectively.

Program Supervisor

- 1) Understand applicable municipal regulations pertaining to the assigned program;
- 2) Ensure PC has the appropriate resources to coordinate the program;

- 3) Participate in employee training;
- 4) Monitor compliance with the program, enforce the program standards, sanction those not in compliance and evaluate program effectiveness;
- 5) Review contractor credentials and ensure contractor compliance with program standards;
- 6) Audit program record keeping.

Program Coordinator

- 1) Understand applicable municipal regulations pertaining to the assigned program;
- 2) Draft and publish the program statement;
- 3) Coordinate and participate in employee training;
- 4) Monitor compliance with the program, enforce the program standards, report non-compliance and evaluate program effectiveness;
- 5) Keep program records and arrange for compliance reporting to regulators;

Program Compliance

Compliance Statement

Compliance with safety programs is a requirement for employment.

Affected and Covered Employees

All company personnel.

Compliance Responsibilities

Supervisors

- 1) Become aware of municipal regulation and be thoroughly familiar with program policy;
- 2) Contribute suggestions to the program;
- 3) Train subordinate employees on the standards;
- 4) Lead-by-example;
- 5) Report accurately and truthfully all program non-compliance;
- 6) Cooperate fully and truthfully in all safety investigations;
- 7) Enforce program compliance.

Employees

- 1) Become aware of municipal regulation and be thoroughly familiar with program policy;
- 2) Contribute suggestions to the program;
- 3) Train subordinate employees on the standards;
- 4) Report accurately and truthfully all program non-compliance;
- 5) Cooperate fully and truthfully in all safety investigations.

Contractors

- 1) Become aware of municipal regulation and be thoroughly familiar with program policy;
- 2) Submit Scope of Work documentation;
- 3) Submit credentials for examination;
- 4) Report all program non-compliance;
- 5) Cooperate fully and truthfully in all safety investigations.

Materials

The company defines “material(s)” as any compound or substance; being of a liquid, solid or gaseous state, used in company operations.

All personnel have access to the company safety hub website containing a movie pertaining to the Globally Harmonized System of SDS.

All personnel are required to watch the movie.

It is suggested that personnel watch the movie now before proceeding any further with this program statement.

Safety Data Sheets (SDS / MSDS)

It is the policy of the Company to make available a SDS of all materials the company uses or has available to use. Personnel, are to be trained to understand how to interpret SDS and where, on the SDS, to locate Immediate Danger to Life and Health (IDLH) information.

Personnel are required to:

- 1) “Know where” SDS are available and they are required to review the SDS information periodically focusing on the material used in their related work operations;
- 2) Inform a supervisor or the safety coordinator of any missing, inaccurate or incomplete SDS deficiency;
- 3) If working off-site, “carry with them” and “have readily available,” a serviceable copy of the SDS for any hazardous material related to off-site work operations.

SDS that is no longer in use is to be retained in accordance with Municipal regulation.

Supervisors are responsible to ensure that the appropriate SDS information is available at all work-related sites.

How to use SDS

The standard SDS, as required by OSHA, incorporates the Global Harmonized System (GHS) format. SDS's includes 16 specific sections, which are as follows:

- Section 1 – Identification
- Section 2 – Hazard(s) identification
- Section 3 – Composition / Information on Ingredients
- Section 4 – First-aid Measures
- Section 5 – Fire-fighting Measures

Section 6 – Accidental Release Measures
Section 7 – Handling and Storage
Section 8 – Exposure Controls /Personal Protection
Section 9 – Physical and Chemical Properties
Section 10 – Stability and Reactivity
Section 11 – Toxicological Information
Section 12 – Ecological Information*
Section 13 – Disposal Consideration*
Section 14 – Transport Information*
Section 15 – Regulatory Information*
Section 16 – Other information including date of preparation of last revision

**Sections outside of OSHA's jurisdiction; however, inclusion of these sections is necessary for a GHS compliant SDS.*

Proper SDS Format

(See Addendum C. (GHS SDS))

Ordering New Materials

Prior to ordering any new material, the safety coordinator shall be consulted for the purpose of determining the impact of the new material on program compliance. **DO NOT ORDER ANY NEW MATERIAL WITHOUT FIRST INFORMING THE SAFETY COORDINATOR!**

When notified of delivery of any new material, the safety coordinator shall ensure the following, that:

- 1) The material has an SDS and that the SDS is reviewed prior to “off-loading” or “accepting delivery”;
- 2) The material is properly handled and stored;
- 3) If the new material is a “never-before-used” material that is hazardous; that proper “Right-to-Know” procedures are followed prior to the use or deployment of that material;
- 4) If the manufacturer or supplier fails to provide a proper SDS, then the safety coordinator shall file a “Safety Data Sheet Letter of Complaint” to OSHA. A copy of the letter should be mailed or sent to the supplier or manufacturer.

Occupational Safety and Health Administration (OSHA) **Hazard Communication Program (HAZCOM) “Right to** **Know”**

As a worker, you have rights relating workplace safety. Those rights are safeguarded by OSHA. The complete OSHA HAZCOM is located on both the company and OSHA website. You are required to read the entire program statement.

Rights

The purpose of the OSHA Hazard Communication Standard is to ensure that you understand the hazards of the chemicals which you may be exposed to and that you know how to safely use those chemicals.

Under the standard, you are afforded the following rights:

- 1) The right to have access to the company's written hazard communication program;
- 2) The right to request and receive information on the hazardous substances to which you are exposed;
- 3) The right to be informed and trained about the hazardous chemicals used in your work area and the methods you can take to protect yourself from the hazards of those chemicals;
- 4) The right to know the methods and means to recognize the presence or release of a hazardous chemical in the work area;
- 5) The right to file a complaint with OSHA if you believe that you have been discriminated against by exercising your rights under this standard. An employee complaint to OSHA may trigger an OSHA inspection of the facility.

Hazardous Materials

Definition

A hazardous chemical is a substance or combination of substances which, because of its chemical and physical characteristics, poses a threat to human health or the environment when it is improperly treated, stored, disposed of, or otherwise managed.

OSHA describes a hazardous chemical as one which is a health or physical hazard:

Health hazards: Include chemicals which are carcinogens, toxins or highly toxic agents, reproductive toxins, irritants, corrosives, sensitizers, hepatotoxins, nephrotoxins, neurotoxins, agents which act on the hematopoietic system and agents which damage the lungs, skin, eyes, or mucous membranes.

Physical hazards: Combustible liquids, compressed gases, explosives, flammables, organic peroxides, oxidizers, pyrophorics, unstable (reactives) or water-reactives.

At no time shall any person use or be exposed to those materials listed in the Hazardous Material List that require a respirator without complying with the Respirator Protection Program (RPP).

Identifying Hazardous Material

It is the policy of the company that all material be properly labeled. Labels, at a minimum, must include the following information:

- 1) Product Identification;
- 2) Supplier/Manufacturer Identification;
- 3) Precautionary Statements;
- 4) Symbols called "Hazard Pictograms";
- 5) Signal Words;
- 6) Hazard Statements;
- 7) Supplementary Information.

Determining Hazardous Material

Suggested measures in determining hazardous material:

- 1) Review the SDS;
- 2) Check the label;
- 3) Look for hazard pictograms;
- 4) Consult knowledgeable personnel;
- 5) If the compound includes any toxins such as arsenic, beryllium, cadmium, chromium, lead, mercury, nickel, etc., it is probably hazardous.

When in doubt, presume the material is hazardous.

OSHA has updated the HAZCOM Standard to incorporate the GHS. As of 6-1-15, new hazard pictograms will replace the MSDS labeling guide. (See **Addendum D. (Labeling Guides)**)

Detecting Exposure to Hazardous Material

There are certain signs (symptoms) that personnel feel because of normal (unprotected) exposure to the types of materials (chemicals) used in Company operations:

- 1) A burning sensation in the eyes or the skin;
- 2) Difficulty breathing or rapid heart rate;
- 3) A feeling of nausea or lethargy.

Using Hazardous Materials

Materials shall be used under the following guidelines only:

- 1) When authorized and with approval;
- 2) For the intended purpose;
- 3) By authorized and trained personnel;
- 4) In conjunction with appropriate protective equipment and procedures;
- 5) When finished using any material it shall be returned to its proper storage state, location and appropriately secured.

At no time should personnel use any material that is not stored in a labeled container.

Immediate Action for Exposure to Hazardous Material

- 1) If available, immediately don your assigned respirator; then
- 2) Notify co-workers of the potential hazard; then
- 3) Inform a Supervisor of the potential hazard; or
- 4) If a respirator is not available, immediately notify a supervisor, hit the evacuation wall button and move out of the affected area.

The Safety Coordinator shall determine which materials may be hazardous.

While Company standards may be more stringent than municipal regulations in determining the hazardous impact of any material, the starting point can be found in 29 CFR1910.1200(<http://www.osha.gov/dsg/hazcom/ghd053107.html>).

Storing Hazardous Materials

All materials shall be stored and in appropriate locations, containment devices and containers. No material may be stored in any unapproved device or container nor may any material remain unlabeled regardless of the containment device.

All flammable materials must be stored in the Company's Flammable Storage Cabinets. Information on appropriate storage procedures for any material can be found in the (M)SDS for that material.

All hazardous material must be stored in the appropriate manner. Information pertaining to the proper storage of hazardous material is located at: www.osha.gov/Publications/oshaweb/owadisp.show_document?...STANDARD

A monthly inventory of Flammable and Hazardous materials is to be conducted by the Safety Coordinator.

Information pertaining to Flammable Liquid Storage is located at:
www.osha.gov/.../oshaweb/owadisp.show_document?...STANDARD

Disposal of Hazardous Materials

At no time will any personnel:

- A) Dispose of hazardous material; or
- B) Direct another person to dispose of hazardous material without:
 - 1) First being certified, authorized and directed to do so in accordance with the law and the Environmental Compliance Program (ECP);
 - 2) Having personally determined if it is safe to do so;
 - 3) Ensuring that materials are in an appropriate containment and transportation devices and disposed of at approved facilities or locations;
 - 4) Ensuring that disposal is done in accordance with program and regulatory compliance.

All supervisors shall become familiar with <http://www.osha.gov/SLTC/hazardouswaste/>.

Equipment

Lock-out / Tag-out (LOTO)

Personnel that are exposed to machinery or such tools that require other-than-normal maintenance procedures require LOTO training.

Information pertaining to the Company's Lock-out Tag-out Program is found in the "Lock-out Tag-out LOTO Program" located with the Safety Coordinator.

Use of Tools

Personnel are required to use Tools under the following guidelines:

- 1) Only after having been trained and if necessary, certified;
- 2) Whether by law or when having been instructed to do so;
- 3) The user of any tool is responsible to conduct a personal inspection of the tool before and after use;
- 4) The user of any tool is responsible to secure and safeguard the tools;
- 5) All Personnel are required to immediately report any tool deficiencies;
- 6) Use of tools must only be for the proper intended purpose and only as directed;
- 7) Users are personally required to store tools in “good-working-clean” condition;
- 8) Personnel shall never use faulty, damaged or unsafe tools;
- 9) Personnel shall never use any “rigged” or non-related substitute equipment as a tool;
- 10) Only company issued tools may be used in company operations and a user may never use a company tool for a personal reason.

Use of Machinery

Personnel are required to use Machinery under the following guidelines:

- 1) Only after having been trained and if necessary, certified;
- 2) Whether by law or when having been instructed to do so;
- 3) The user of machinery is responsible to conduct a personal inspection of the machinery before and after use;
- 4) The user of machinery is responsible to secure and safeguard the machinery;
- 5) All Personnel are required to immediately report any machinery deficiencies;
- 6) Use of machinery must only be for the proper intended purpose and only as directed;
- 7) Personnel are personally required to store machinery in “good-working-clean” condition;
- 8) Personnel shall never use faulty, damaged or unsafe machinery;
- 9) Personnel shall never use any “rigged” or non-related substitute machinery as machinery.
- 10) Only company issued machinery may be used in company operations and a user may never use company machinery for a personal reason.

Information on Machine Guarding Safety can be located at: www.osha.gov/SLTC/etools/machineguarding/

Use of Vehicles

Immediate Supervisors for vehicles are the Mechanics (Drivers). Mechanics are “responsible for “and “in control of” “all” vehicle operations. At no time shall a Mechanic employ any unsafe device or procedure, nor shall a Mechanic ever ask the “helper” (assistant) to employ any unsafe device or procedure. Mechanics are responsible for the training and safety of their assigned helpers.

Personnel are required to operate Vehicles as per the Vehicle Safety Program Statement and minimally under the following guidelines:

- 1) Only after having been licensed, trained and if necessary, certified;
- 2) Whether by law or when having been instructed to do so in training or by verbal or written command or via signage;
- 3) The user of a vehicle is responsible to conduct a personal inspection of the vehicle before and after use;

- 4) The user of the vehicle is responsible to ensure that the vehicle is in legal and safe operational condition;
- 5) The user is responsible to secure and safeguard the vehicle;
- 6) The user is required to immediately report any vehicle deficiencies;
- 7) Use of vehicles must only be for the proper intended purpose and only as directed. No user may use a vehicle for any personal reason. No user may deviate from their assigned route for any reason other than an emergency or as directed by municipal enforcement;
- 8) Users, shall personally maintain vehicles in “good-working-clean” condition;
- 9) At all times, users shall use a “ground-guide” when backing the vehicle;
- 10) Never allow any unauthorized or untrained person to operate the vehicle or any equipment that is part of the vehicle;
- 11) Only company issued vehicles are authorized for use in company operations;
- 12) Never operate an unsafe vehicle.

All supervisors shall become familiar with <http://www.osha.gov/SLTC/motorvehiclesafety/index.html>

All records pertaining to vehicle registration and insurance are the responsibility of the company bookkeeper and are kept in the Administration Office.

Use of Power Washer

Personnel that use the Power Washer must be enrolled in the company Power Wash Safety Program (PWSP). No person who is untrained, unauthorized, or uncertified may use the Power Washer.

Information pertaining to the company’s Power Washer is found in the “Power Washer Safety Program.”

Use of the Forklift

Personnel that use the Forklift must be enrolled in the company Forklift Safety Program (FSP). No person who is untrained, unauthorized, or uncertified may operate the forklift or any mechanism on the forklift.

Information pertaining to the company’s forklift program is found in the “Forklift Safety Program” located with the Safety Coordinator.

Facilities

The A & L “plant” facility diagram is located on-line on the safety hub and in several locations around the facility. The diagram is intended to inform personnel of where safety equipment is located as well as where potential hazards exist. All personnel are required to review the diagram.

Facility Maintenance

The facility shall be maintained in the following condition:

- 1) Clean;
- 2) In good-working condition;
- 3) Without obstruction to exits.

Facilities are inspected NLT weekly.

Inspection deficiencies that result in Program non-compliance shall be corrected “on-the-spot.”

Any deficiency that is not immediately correctable shall be noted on the inspection report and shall be scheduled for maintenance or repair at the first available opportunity.

If an area or process is deemed non-compliant and is awaiting a scheduled repair, the area or process may be made temporarily compliant however; if the area or process cannot be made temporarily compliant then personnel shall not be exposed until compliance is achieved.

All records of inspections shall be kept on file for a minimum of 1 year.

Facility Hazards

Hazard awareness includes (but is not limited to) the following:

- 1) Structural integrity;
- 2) Tool, equipment and machine safety;
- 3) Material handling, usage and storage;
- 4) Operational processes and procedures.

All persons are required to monitor the facility for any hazardous condition. Any hazard condition shall be reported to a supervisor or safety committee member immediately.

Facility Signage

It is the policy of the company that safety related signage be placed in the appropriate areas throughout the facility. Signage shall be employed under the following guidelines:

- 1) When possible, all signage shall contain verbiage and pictograms;
- 2) All signage shall conform to regulatory specifications;
- 3) All machinery requiring LOTO shall have signage;
- 4) All areas that have possible hazardous conditions shall have signage;
- 5) All areas that involve the company Emergency Action Plan shall have appropriate signage.

Confined Spaces

Personnel exposed to Confined Spaces require CSEP training, certification and supervision. Personnel that do not possess the accreditation “MAY NOT” supervise a confined space entry. Information pertaining to the Company’s Confined Space Entry Program is found in the “CSEP Program.”.

Rodents / Insects

Due to the nature of company operations, there will be frequent occasions that persons may be confronted with potential rodent and insect hazards.

At no time shall any person attempt to befriend, feed, confront, exterminate or in any way engage a rodent or insect.

Alert a supervisor of the potential hazard and avoid any contact.

Do not, under any circumstance, use any hazardous material to neutralize any rodent or insect.

Emergency Planning

Fire Prevention Plan

Identification of Dire Hazards

- 1) Flammable Materials listed in the Hazardous Material List;
- 2) Waste and Garbage;

Proper Handling and Storage of Flammable Materials

- 1) See Materials, Storing Materials and Using Materials of this Program.

Potential Ignition Sources

- 1) See Leisure Products, Materials, Storing Materials and Using Materials of this Program.

Type of Fire Protection

- 1) The structure of the facility is fire-proof;
- 2) Fire extinguishers are in areas where fire hazards may exist.

Procedures to Control Accumulations of Flammable and Combustible Waste

- 1) Inspections are conducted to ensure compliance;
- 2) Waste removal is pre-scheduled;
- 3) Monthly inventories are conducted.

Safeguarding of Heat Producing Equipment

- 1) There are no identifiable sources of ignition from fixed machinery. Grease Recycling Vats shall have exterior insulation and other "Hot Pipes" that lead from the vats shall have proper signage;
- 2) Flammability hazards exist from electrical outlets and their proximity to grease residue and other flammable material. In this case, special outlet protectors are to be installed and flammable materials may not be exposed to equipment that is "plugged-into" these sources;
- 3) Flammable materials may be exposed to ignition from vehicle engines and other heat vehicular heat sources. In this case, no flammable material may be exposed to a vehicle until all parts of the vehicle have "cooled-down" sufficiently to apply materials for maintenance.

Procedures to Control Accidental Combustible Ignitions

- 1) Inspections are conducted to ensure compliance;
- 2) Flammables are not stored with combustibles.

Fire Prevention Personnel

- 1) Facilities Safety Coordinator and Safety Coordinator.

Exit Routes

Definitions

An Exit Route: An exit route is a continuous and unobstructed path of exit travel from any point within a workplace to a place of safety. An exit route consists of three parts:

Exit access: That portion of an exit route that leads to an exit;

Exit: That portion of an exit route that is generally separated from other areas to provide a protected way of travel to the exit discharge;

Exit discharge: That part of the exit route that leads directly outside or to a street, walkway, refuge area, public way, or open space with access to the outside.

The Company Exit Route policy is that personnel shall have:

- 1) Issued and access to a Facility Diagram showing all emergency fire exits;
- 2) 2 points of exit which are permanently affixed parts of the facility structure, properly locatable through signage and which are properly illuminated;
- 3) Exits that are free from hazards, obstructions, flammables and explosives;
- 4) Exits with doors that un-lock from the inside and that lead to a location outside the affected facility;
- 5) Exit doors must meet minimum OSHA dimensional requirements and must be able to easily accommodate an evacuation of all the Personnel located within the area of that exit;
- 6) Exits must be free from hazards "on the outside."

Emergency Action Plan

NOTE: If you are wearing a full-face respirator during a fire or spill emergency...DO NOT REMOVE THE RESPIRATOR UNTIL YOU ARE SAFELY OUTSIDE THE AFFECTED AREA.

Procedures for Alerting Personnel of an Emergency

- 1) The Company has installed a "red-light" (panic button) warning system throughout the facility. When engaged (on), it shall signal to all personnel to evacuate the premises; or
- 2) Verbal warnings between personnel shall signal an evacuation; or
- 3) In the event of personnel wearing PPE which limits their ability to be informed, a supervisor shall personally approach and touch the person and shout "Emergency, Emergency, Emergency, Evacuate, Evacuate, Evacuate" directly to the individual.

Procedures for Reporting Fires

- 1) DO NOT JUDGE THE SCOPE OF A FIRE. Immediately verbally notify co-workers around a fire;
- 2) If possible, notify a Supervisor;

- 3) Preferably, from the Company Landline phone dial 911, notify the Fire Department, if a landline phone is not available then from your cell phone;
- 4) Leave the connection "ON" until emergency personnel arrive.

Procedures for Emergency Evacuation

- 1) All personnel must, if capable, immediately "shut-down", "un-plug" or otherwise "de-activate" all equipment and leave the affected area via the closest fire exit;
- 2) The first person to the exit shall ensure the exit is free of obstruction and then when outside the exit, all personnel shall assemble at 38-50 Review Ave.;
- 3) There are no personnel considered "critical to plant operations" therefore no personnel shall remain behind.

Procedures for Personnel Performing Rescue or Medical Duties

- 1) All personnel, unless necessary, are to avoid rendering medical care to co-workers in the event of an evacuating emergency unless and until you are outside and safely away from the hazard;
- 2) Do not remove your respirator to "air-share" with an incapacitated co-worker because that worker cannot properly "clear-the-mask" when donning;
- 3) If necessary, use the "fireman's carry" to remove incapacitated co-workers from an affected area.

Evacuation Information

For more detailed information on the evacuation plan contact: The Safety Coordinator.

Emergency Action Plan Training

Shall be conducted when necessary or required by law or NLT Annually.

ADDENDUM A. THE SAFETY COMMITTEE

Title	Name
Safety Programs Committee President	<u>TBD</u>
Safety Programs Coordinator	<u>Company Safety Coordinator</u>
Safety Programs Evaluator	<u>Any Available Program Manager</u>
Safety Programs Consultant	<u>Lovell Safety Representative</u>

ADDENDUM B. THE PROGRAM COMMITTEE

Title	Name
HASP Program Manager	<u>Gregory Forte</u>
HASP Program Supervisor	<u>TBD</u>
HASP Program Coordinator	<u>Safety Coordinator</u>

ADDENDUM C. GHS SDS (form 1)



GHS SAFETY DATA SHEET

WELD-ON® P-70™ Low VOC Primer for PVC and CPVC Plastic Pipe

Date Revised: DEC 2011
Supersedes: OCT 2010

SECTION I - PRODUCT AND COMPANY IDENTIFICATION

PRODUCT NAME: WELD-ON® P-70™ Low VOC Primer for PVC and CPVC Plastic Pipe
MANUFACTURER: IPS Corporation
17109 South Main Street, Carson, CA 90248-3127
P.O. Box 379, Gardena, CA 90247-0379
Tel. 1-310-898-3300

PRODUCT USE: Low VOC Primer for PVC and CPVC Plastic Pipe
SUPPLIER:

EMERGENCY: Transportation: CHEMTEL Tel. 800.255-3924, 813-248-0585 (International)
Medical: Tel. 800.451.8346, 760.602.8703 3E Company (International)

SECTION 2 - HAZARDS IDENTIFICATION

GHS CLASSIFICATION:

Health	Environmental	Physical
Acute Toxicity: Category 4	Acute Toxicity: None Known	Flammable Liquid
Skin Irritation: Category 3	Chronic Toxicity: None Known	Category 2
Skin Sensitization: NO		
Eye: Category 2B		

GHS LABEL:



OR



Signal Word: Danger
WHMIS CLASSIFICATION: CLASS B, DIVISION 2

Hazard Statements:

H225: Highly flammable liquid and vapor

P210: Keep away from heat/sparks/open flames/hot surfaces - No smoking

H319: Causes serious eye irritation

P261: Avoid breathing dust/fume/gas/mist/vapors/spray

H332: Harmful if inhaled

P280: Wear protective gloves/protective clothing/eye protection/face protection

H335: May cause respiratory irritation

P304+P340: IF INHALED: Remove victim to fresh air and keep at rest in a position comfortable for breathing

H336: May cause drowsiness or dizziness

P403+P233: Store in a well ventilated place. Keep container tightly closed

H361: May form explosive peroxides

P501: Dispose of contents/container in accordance with local regulation

Precautionary Statements:

P210: Keep away from heat/sparks/open flames/hot surfaces - No smoking

P261: Avoid breathing dust/fume/gas/mist/vapors/spray

P280: Wear protective gloves/protective clothing/eye protection/face protection

P304+P340: IF INHALED: Remove victim to fresh air and keep at rest in a position comfortable for breathing

P403+P233: Store in a well ventilated place. Keep container tightly closed

P501: Dispose of contents/container in accordance with local regulation

SECTION 3 - COMPOSITION/INFORMATION ON INGREDIENTS

CAS#	EINECS #	REACH	CONCENTRATION
		Pre-registration Number	% by Weight
109-99-9	203-726-8	05-21116297729-22-0000	45 - 50
78-03-3	201-159-4	05-21116297728-24-0000	19 - 29
108-94-1	203-631-1	05-21116297719-25-0000	5 - 15
67-64-1	200-662-2	05-21116297713-35-0000	5 - 20

All of the constituents of this adhesive product are listed on the TSCA inventory of chemical substances maintained by the US EPA, or are exempt from that listing.

* Indicates this chemical is subject to the reporting requirements of Section 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (40CFR372).

Indicates that this chemical is found on Proposition 65's List of chemicals known to the State of California to cause cancer or reproductive toxicity.

SECTION 4 - FIRST AID MEASURES

Contact with eyes:

Flush eyes immediately with plenty of water for 15 minutes and seek medical advice immediately.

Skin contact:

Remove contaminated clothing and shoes. Wash skin thoroughly with soap and water. If irritation develops, seek medical advice.

Inhalation:

Remove to fresh air. If breathing is stopped, give artificial respiration. If breathing is difficult, give oxygen. Seek medical advice.

Ingestion:

Rinse mouth with water. Give 1 or 2 glasses of water or milk to dilute. Do not induce vomiting. Seek medical advice immediately.

SECTION 5 - FIREFIGHTING MEASURES

Suitable Extinguishing Media:

Dry chemical powder, carbon dioxide gas, foam, Halon, water fog.

Unsuitable Extinguishing Media:

Water spray or stream.

Exposure Hazards:

Inhalation and dermal contact

Combustion Products:

Oxides of carbon and smoke

Protection for Firefighters:

Self-contained breathing apparatus or full-face positive pressure airline masks.

SECTION 6 - ACCIDENTAL RELEASE MEASURES

Personal precautions:

Keep away from heat, sparks and open flame.

Environmental Precautions:

Provide sufficient ventilation, use explosion-proof exhaust ventilation equipment or wear suitable respiratory protective equipment.

Methods for Cleaning up:

Prevent contact with skin or eyes (see section 8).

Materials not to be used for clean up:

Clean up with sand or other inert absorbent material. Transfer to a closable steel vessel.

Aluminum or plastic containers

SECTION 7 - HANDLING AND STORAGE

Handling:

Avoid breathing of vapor, avoid contact with eyes, skin and clothing.

Keep away from ignition sources, use only electrically grounded handling equipment and ensure adequate ventilation/fume exhaust hoods.

Do not eat, drink or smoke while handling.

Storage:

Store in ventilated room or shade below 44°C (110°F) and away from direct sunlight.

Keep away from ignition sources and incompatible materials: caustics, ammonia, inorganic acids, chlorinated compounds, strong oxidizers and isocyanates.

Follow all precautionary information on container label, product bulletin and solvent cementing literature.

SECTION 8 - PRECAUTIONS TO CONTROL EXPOSURE / PERSONAL PROTECTION

EXPOSURE LIMITS:	Component	ACGIH TLV	ACGIH STEL	OSHA PEL	OSHA STEL:
Tetrahydrofuran (THF)	50 ppm	100 ppm	200 ppm		
Methyl Ethyl Ketone (MEK)	200 ppm	300 ppm	200 ppm		
Cyclohexanone	20 ppm	50 ppm	50 ppm		
Acetone	500 ppm	750 ppm	1000 ppm		

Engineering Controls:

Use local exhaust as needed.

Monitoring:

Maintain breathing zone airborne concentrations below exposure limits.

Personal Protective Equipment (PPE):

Eye Protection:

Avoid contact with eyes, wear splash-proof chemical goggles, face shield, safety glasses (spectacles) with brow guards and side shields, etc. as may be appropriate for the exposure.

Skin Protection:

Prevent contact with the skin as much as possible. Butyl rubber gloves should be used for frequent immersion.

Use of solvent-resistant gloves or solvent-resistant barrier cream should provide adequate protection when normal adhesive application practices and procedures are used for making structural bonds.

Respiratory Protection:

Prevent inhalation of the solvents. Use in a well-ventilated room. Open doors and/or windows to ensure airflow and air changes. Use local exhaust ventilation to remove airborne contaminants from employee breathing zone and to keep contaminants below levels listed above. With normal use, the Exposure Limit Value will not usually be reached. When limits approached, use respiratory protection equipment.

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ADDENDUM C. GHS SDS (form 2)

 GHS SAFETY DATA SHEET		Date Revised: DEC 2011 Supersedes: OCT 2010																																																																							
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<p>This product is intended for use by skilled individuals at their own risk. The information contained herein is based on data considered accurate based on current state of knowledge and experience. However, no warranty is expressed or implied regarding the accuracy of this data or the results to be obtained from the use thereof.</p>																																																																									

SAMPLE LABEL

PRODUCT IDENTIFIER

CODE _____
 Product Name _____

SUPPLIER IDENTIFICATION

Company Name _____
 Street Address _____
 City _____ State _____

HAZARD PICTOGRAMS



SIGNAL WORD

Danger

HAZARD STATEMENT

ADDENDUM D. Labeling Guides (form 2)

NFPA Labeling Guide													
	<table border="1"><thead><tr><th colspan="2">Health Hazard</th></tr></thead><tbody><tr><td>4</td><td>Very short exposure could cause death or serious residual injury even though prompt medical attention was given.</td></tr><tr><td>3</td><td>Short exposure could cause serious temporary or residual injury even though prompt medical attention was given.</td></tr><tr><td>2</td><td>Intense or continued exposure could cause temporary incapacitation or possible residual injury unless prompt medical attention is given.</td></tr><tr><td>1</td><td>Exposure could cause irritation but only minor residual injury even if no treatment is given.</td></tr><tr><td>0</td><td>Exposure under fire conditions would offer no hazard beyond that of ordinary combustible materials.</td></tr></tbody></table>	Health Hazard		4	Very short exposure could cause death or serious residual injury even though prompt medical attention was given.	3	Short exposure could cause serious temporary or residual injury even though prompt medical attention was given.	2	Intense or continued exposure could cause temporary incapacitation or possible residual injury unless prompt medical attention is given.	1	Exposure could cause irritation but only minor residual injury even if no treatment is given.	0	Exposure under fire conditions would offer no hazard beyond that of ordinary combustible materials.
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ADDENDUM D. Labeling Guides (form 3)

<p>Health Hazard</p>  <ul style="list-style-type: none"> • Carcinogen • Mutagenicity • Reproductive Toxicity • Respiratory Sensitizer • Target Organ Toxicity • Aspiration Toxicity 	<p>Flame</p>  <ul style="list-style-type: none"> • Flammables • Pyrophorics • Self-Heating • Emits Flammable Gas • Self-Reactives • Organic Peroxides 	<p>Exclamation Mark</p>  <ul style="list-style-type: none"> • Irritant (skin and eye) • Skin Sensitizer • Acute Toxicity (harmful) • Narcotic Effects • Respiratory Tract Irritant • Hazardous to Ozone Layer (Non-Mandatory)
<p>Gas Cylinder</p>  <ul style="list-style-type: none"> • Gases Under Pressure 	<p>Corrosion</p>  <ul style="list-style-type: none"> • Skin Corrosion/ Burns • Eye Damage • Corrosive to Metals 	<p>Exploding Bomb</p>  <ul style="list-style-type: none"> • Explosives • Self-Reactives • Organic Peroxides
<p>Flame Over Circle</p>  <ul style="list-style-type: none"> • Oxidizers 	<p>Environment (Non-Mandatory)</p>  <ul style="list-style-type: none"> • Aquatic Toxicity 	<p>Skull and Crossbones</p>  <ul style="list-style-type: none"> • Acute Toxicity (fatal or toxic)

ADDENDUM E. Con-Ed Septic Tank Cleaning

Requirements for Working at the LNG Facility

Prior to the start of work, subcontractor or vendor, Government Agency, or other Con Edison personnel reporting for work at the facility, the LNG supervisor on duty will instruct those personnel in the LNG facility environmental, health, and safety requirements, with respect to the following:

The Con Edison Liquefied Natural Gas (LNG) facility is located at 31-01 20th Avenue, Astoria New York 11105. All work to be performed in must adhere to all applicable Federal, New York State, New York City, Laws, rules and regulations as well as, all Con Edison corporate environmental procedures (CEHASP'S).

In addition, the LNG facility is subject to 49 CFR 193, Federal Safety standards for Liquefied Natural Gas Facilities, and strict compliance is maintained by the facility. The following apply to all outside vendors, and other Con Edison Non- LNG personnel upon their entrance through the facility gate:

There is NO SMOKING or OPEN FLAME DROP allowed anywhere on the LNG facility site. Any hot work or gas-powered equipment will have the approval of the LNG shift supervisor and a burning permit issued.

All contractors, sub-contractors, vendors, visitors and other Con Edison Non- LNG facility personnel must report directly to the facility control room and sign in at the facility logbook. Upon exiting the facility, all contractors, sub-contractors, vendors, visitors and other Con Edison non- LNG facility personnel must report to the facility control room and sign out at the facility logbook. In the event of an emergency evacuation, if required, bolt cutters are located in the four corners of the facility.

Non- white and Non-Con Edison Blue -colored hard hats, safety shoes and goggles are required to be used while at the facility. Personal protective equipment (PPE) is required as per the dictation of the work in progress.

The Rules We Live By

Con Edison has initiated a program of Rules We Live By. The purpose of establishing this new class of Rules is to put a spotlight on those few critical work procedures or safety requirement that, if not followed, could result in a severe injury or fatality, or place other individuals (employees, contractors, or members of the public) at significant risk.

Contractors will be required to train their employees on the applicable rules and reporting procedure. It is still important to follow all procedures, however, The Rules We Live By leave no room for non-compliance and failure to adhere to them will result in significant mandatory discipline for both the employee and the employee's company. A violation by a contractor will be reported via an Action Line. If you see a violation occurring, or about to occur, stop the work and notify your Contract Administrator. If necessary, use the Time Out process. It's your responsibility not to look the other way.

CORPORATE ENVIRONMENTAL, HEALTH AND SAFETY PROCEDURE

CEHASP A32.00 – Rules We Live By

1.0 PURPOSE

This procedure establishes a consistent approach to communicating and reinforcing the importance of following critical safety work practices designed to protect employees, contractors, and the public.

2.0 APPLICABILITY

This Corporate Environmental, Health and Safety Procedure (CEHASP) apply to all Con Edison employees (management and union) and contractor employees working for Con Edison.

3.0 INTRODUCTION

There are safety and operational procedures specifically designed to protect against the potential for significant injury due to the energy (electricity, gas, steam, or falling from elevation) that must be controlled. Operating groups that work with these sources of energy have identified Rules We Live By. This is defined as a work procedure or safety requirement that, if not followed, could result in a severe injury or fatality, or place other individuals (employees or members of the public) at significant risk.

4.0 COMPLIANCE REQUIREMENTS

4.1 RULES WE LIVE BY IDENTIFICATION, TRAINING, AND REPORTING

4.1.1 IDENTIFICATION

Where work tasks require the safe control of electricity, gas, steam, or work at elevation, the operating organization must identify key procedures required to control the energy or mitigate the effect or impact onto the employee, fellow employees, contractor employees or the public. Lessons learned from previous incidents must be included in the identification process. To see the Central List of the Rules, see attachment.

An organization must notify Corporate EH&S of any change to a Rule.

4.1.2 TRAINING AND COMMUNICATION

An organization's Rules We Live By and associated procedures must be reinforced in applicable skills training.

Each employee in the organization must receive OJT training on the Rules We Live By identified by the organization.

Rules We Live By must be reinforced, when applicable, in job briefings.

Rules We Live By must be incorporated into the scope of safety field observations and inspections.

Where contractor work practices involve Rules We Live By, contractor employees will be trained on the applicable Rules We Live By, reporting procedure, and consequences. The operating organization must communicate the applicable Rules to contractor management and ensure the Rules are incorporated in the HASP. The contractor supervision will be required to train their affected employees and subcontractor employees before they begin work.

4.1.3 REPORTING AND INVESTIGATION

If a supervisor observes a Rule We Live By being violated, the work must be stopped immediately. If an employee, not a supervisor, believes a Rule We Live By may have been violated, he/she must stop the work immediately and report the situation to the supervisor of the employee who committed the alleged violation.

Resolution of the alleged violation must follow the Time Out process as defined in CEHASP 28 – Calling a Time Out.

4.2 VIOLATION OF A RULE WE LIVE BY

A violation of a Rule We Live By will result in significant consequences.

Any employee who witnesses a violation of a Rule We Live By and does not stop the work and report the violation will also be considered to have violated the Rule.

A violation by a contractor company or by a sub-contractor must be reported via an action line by the operating organization with contractor oversight.

The organization must notify Corporate EH&S after action has been taken as a result of the violation. **4.3**

DEFINITIONS

Con Edison Employee: This includes all management and union employees.

Contractor Employee: This includes all per-diem contractor employees and those employees working for a contractor company hired by Con Edison.

RULES WE LIVE BY 2012

Hazard	Electric Operations	Central Operations	Gas Operations	Customer Operations	Business Shared Services (CFS)	Enterprise Shared Services (Facilities)
Verify Dead/Lockout-Tag Out	Properly test or spear to ensure that electric equipment, cable, or wire is 'dead' as required regardless of voltage, before beginning dead work activities.	Properly test or verify that equipment is de-energized, isolated and protected prior to initiating dead work activities.				Properly lock out/tag out equipment before beginning work on the equipment.
Permits (Operating, D-faults)	Enter D-Fault tagged structures only when authorized by the operating authority to perform feeder processing.	<ul style="list-style-type: none"> Operating Orders and Work Permits <ul style="list-style-type: none"> Only perform work that is within the authorized scope of work as listed on the work permit. Do not change the status of a piece of equipment that has a Stop Tag applied to it. Follow the sequence of an operating order. 		<ul style="list-style-type: none"> Do not enter a structure that has been classified and tagged as a D-fault. 	<ul style="list-style-type: none"> Operating Orders and Work Permits - Only perform work that is within the authorized scope of work as listed on the work permit. Do not change the status of a piece of equipment that has a Stop Tag applied to it. 	
Atmospheric Testing	<ul style="list-style-type: none"> Perform atmospheric testing and ventilate as required before entering and while working in an enclosed space or a permit-required confined space. For excavations greater than 4 feet in depth the atmosphere shall be tested prior to entry or when the excavation is not already occupied. 	<ul style="list-style-type: none"> Perform atmospheric testing and ventilate as required before entering and while working in an enclosed space or a permit-required confined space. For excavations greater than 4 feet in depth the atmosphere shall be tested prior to entry or when the excavation is not already occupied. 	<ul style="list-style-type: none"> Perform atmospheric testing and ventilate as required before entering and while working in an enclosed space or a permit-required confined space. For excavations greater than 4 feet in depth the atmosphere shall be tested prior to entry or when the excavation is not already occupied. 	Perform atmospheric testing and ventilate as required before entering and while working in an enclosed space or a permit-required confined space.	Perform atmospheric testing and ventilate as required before entering and while working in an enclosed space or a permit-required confined space.	
Rescue/Retrieval	Entrant and attendant are required to wear rescue harness when working in enclosed spaces.	Entrant and attendant are required to wear rescue harness when working in enclosed spaces.	Entrant and attendant working in enclosed spaces shall wear rescue harnesses, when required.	Entrant and attendant are required to wear rescue harness when working in enclosed spaces.	Entrant and attendant are required to wear rescue harness when working in enclosed spaces.	
High Hazard Energy PPE	<ul style="list-style-type: none"> Use fall protection equipment as required. Use appropriate rubber gloves, rubber sleeves, fire retardant clothing and eye protection/face shield as required for the electrical hazard. 	<ul style="list-style-type: none"> Use fall protection equipment as required. Use the appropriate rubber gloves, rubber sleeves, fire retardant clothing, and eye protection/face shield as required for the electrical hazard. 	<ul style="list-style-type: none"> Use fall protection equipment as required. Wear fire retardant (FR) coveralls when working on blowing gas. Wear FR hood and FR glove liners whenever airline respirators are required. 	<ul style="list-style-type: none"> Use fall protection equipment as required. Use appropriate rubber gloves, rubber sleeves, fire retardant clothing, and eye protection/face shield as required for electrical work. Do not come into contact or move a downed or low hanging utility wire while performing Site Safety or Damage Assessment work. 	<ul style="list-style-type: none"> Use fall protection equipment as required. Use the appropriate rubber gloves, rubber sleeves, fire retardant clothing, and eye protection/face shield as required for the electrical hazard. 	Use fall protection equipment as required
Sheeting/Shoring		Ensure that excavations five feet or deeper are properly sheeted and shored before anyone enters.	Ensure that excavations five feet or deeper are properly sheeted and shored before anyone enters.			
Gas Piping Integrity Test			Perform an integrity test before a customer turn-on.	Perform an integrity test before a customer turn-on.		
Securing Loads					Reels over 5,000 lbs are secured per DOT requirements.	

Please note: At The Learning Center, the RWLB associated with a given activity of an operating department apply.

January 26, 2012