



SAFETY POLICY

1. These rules have been designed for the welfare and safety of all Subcontractors and Sub-Subcontractors to protect life, health and property, and to provide safe working conditions for you and all your fellow workers. Our company is not limited to the safety rules and regulations as stated herein. All provisions of OSHA and VOSHA regulations, CFR 1926, and any Federal or State law, or any of our customer's safety regulations apply as well. All are required to follow any additional safety rules and regulations the company adopts, or any rules and regulations required by our insurance carriers.
2. It is the responsibility of all to work safely.
3. All workers are required to be fully and appropriately dressed for construction work.
4. Personal protective equipment must be worn as follows:
 - a. **HARD HATS** - Hard hats are to be worn at all times on all projects.
 - b. **EYE PROTECTION** - Appropriate eye wear will be worn when sledging, hammering, sawing on metal or concrete, chipping, welding, grinding, working in dusty places, handling of acids or corrosives, peening, cleaning walls, or any other operations where eye injuries may result.
 - c. **GLOVES** - Gloves shall be worn when handling materials with rough edges or abrasive material, when the work subjects the hands to lacerations, puncturing, or burns. Other forms of hand protection may be designated by the job supervisor, and shall be followed.
 - d. Any other personal protective equipment that is required for the task at hand shall be worn.
5. Foot Protection - Shoes that are work wise and in serviceable condition for the operation is required. The supervisor will determine if the footwear is appropriate for the task at hand.
6. Ear protection in the form of ear muffs or ear plugs shall be worn in all areas designated as high noise areas. These areas will be defined at the site orientation. No other forms of hearing protection are acceptable.
7. Approved respirators or other breathing apparatus are to be worn if required by the job site conditions. All persons wearing respirators shall conform to E. F. Wall & Associates, Inc. Respirator Program.
8. All workers are required to attend all scheduled safety training specific to the present project.
9. Accidents or injuries, no matter how minor, must be reported to the foreman or supervisor for immediate treatment or first aid to prevent serious injuries and/or complications.

10. All working around moving equipment shall be required to wear safe clothing. All are cautioned that there is danger of entanglement when loose clothing, rings, bracelets, other jewelry, and loose hair are worn around moving equipment.
11. All workers are required to follow approved fall protection guidelines when engineering methods cannot eliminate the hazard or other forms of protection cannot be used. E. F. Wall & Associates, Inc. promotes the use of catch platforms, handrails, guardrails and other methods employed in lieu of lifelines and other fall protections means whenever possible.
12. The use of gasoline is prohibited for cleaning tools or equipment or for starting fires. Small quantities of gasoline must be transported only in approved containers. All engines must be shut off when refueling. All gas cans must be removed from a vehicle and set on the ground when filling them at a gas pump or from another container. This grounds the container and reduces the potential of a static build-up which can trigger an explosion.
13. Compressed gas and oxygen cylinders shall be secured firmly in a vertical position, with all valves shut off completely when not in use, and shall be accompanied by a fire extinguisher. All hoses, fitting and leads must be checked for damage or leakage before each use. Use of goggles and other personal safety equipment is mandatory at all times when equipment is in use. All welding equipment must only be used by trained personnel.
14. Smoking will only be allowed in the areas designated by the supervisor. All No Smoking rules must be observed.
15. All explosives are to be handled and transported only by persons licensed for that work. All two way radios are to be shut off when working in the vicinity of explosives.
16. Tampering with or unauthorized removal of fire extinguishers from assigned locations is strictly prohibited.
17. Seat belts shall be worn on all equipment with roll over protection.
18. Equipment such as scissor lifts and other lift equipment, fork trucks, and other specialty equipment, including powder actuated and power tools, shall not be operated by anyone not trained to operate that specific piece of equipment, and the operator must be thoroughly familiar with all the details of operation. The operator of any equipment is responsible to see that all safety devices and precautions are in use.
19. Any vehicle having an obstructed rear view shall have a back-up alarm, or the operator shall secure personnel to direct backing up procedures.
20. Flag persons shall receive instructions prior to the directing of traffic and shall be appropriately attired.
21. All lift equipment unattended and not in use shall be lowered and secured. Work on any such vehicle shall not be started until all moveable parts are immobilized.
22. No one other than the operator shall ride on any moving equipment unless specifically authorized to do so, and provided that the equipment has a place for passengers. The operating of any company equipment without proper authorization is strictly prohibited.

23. All switches or drives on machinery shall be shut down before cleaning, greasing, oiling or making any adjustments and repairs.
24. All guards shall be kept in place while machinery or equipment is in operation. Tampering with guards is prohibited, and any removal for repairs requires the prior approval of the supervisor. All guards have to be promptly replaced once the repair work that necessitated their removal is complete.
25. When necessary to work on electrically driven machinery, the E.F. Wall & Associates, Inc. "Lockout/Tagout Policy" must be followed.
26. High voltage electrical equipment and transmission lines are to be approached and handled only by persons qualified and authorized to do so, and only if precautions have been taken for the safety of themselves and others. All safety precautions to be followed when heavy equipment is working in the vicinity of power lines.
27. No worker shall work under lifted loads. Equipment operators shall not carry loads over workers.
28. Hand tools and equipment shall not be used for any purpose other than that intended. All damaged tools or worn parts should be reported to the supervisor for replacement or repair. Faulty company tools, vehicles, and safety devices to be tagged as faulty to prevent further use, and returned to the shop.
29. No worker shall enter an un-shored trench or excavation greater than five (5) feet in depth unless the slopes are laid back or shored in accordance with OSHA and VOSHA standards. No worker shall enter a trench more than five (5) feet deep unless a ladder is available every 25 feet and someone is present on the surface.
30. No worker shall remove a cover, guard rail, or barricade from any opening without specific authority. If a worker removes these items to complete their work, he/she shall replace the same upon completion of their work that necessitate its removal, or if leaving the area even if the work is not complete.
31. Work areas shall be maintained in a clean and safe manner. Defects and unsafe conditions shall be reported to the supervisor.
32. Nails to be removed or bent over from disassembled lumber immediately.
33. Horseplay, including reckless driving of vehicles and equipment, will not be tolerated and is grounds for immediate dismissal.
34. Common sense, health and sanitation rules must be observed for the welfare and consideration of others.
35. Proper lifting techniques shall be practiced. If the load is too heavy to lift safely, get assistance or equipment to help with the lift.
36. Electric power tools shall be properly grounded prior to being put into operation.
37. Unstable objects such as barrels, boxes, loose bricks, or concrete blocks shall not be used to support scaffolding, ladders, or planks.

38. Any worker observing an unsafe condition shall report said condition to his immediate supervisor. No worker shall be required to work in an unsafe condition.
39. Concrete construction - Workers shall not work above protruding reinforcing steel unless it has been protected to eliminate the possibility of impalement. Equipment used in placing concrete shall be safe and workers using it shall follow proper safety procedures.
40. Any posted safety rules and safety signs shall not be removed from the job site.
41. All workers are required to know where the bulletin board for each project is, as well as the specific site address and name, so time will not be lost in getting emergency help to the site. All sites will have a first aid kit.
42. Supervisors will enforce these safety rules, instruct the crew in performing the duties, put people to work in places only when the supervisor is sure that no dangerous conditions exist, and to instruct new crew members in site safety requirements.

End of Safety Policy