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**A COMPANY
THAT CARES:**
*our team, clients,
and community...*

SUBCONTRACTOR SAFETY MANAGEMENT PLAN

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I. Introduction

It shall be the policy of each subcontractor to provide a healthy and safe place to work with the prevention of accidents recognized, as necessary, at all times. Per the Subcontract Agreement, subcontractors on the project have a legal obligation to perform their work in a safe manner and meet the following minimum safety requirements:

- A. Avoid loss of life, injury of any person, and damage to or loss of property.
- B. Instill safety awareness in all employees.
- C. Assure that an organized and systematic approach is utilized to identify and correct safety hazards and that safety is fully considered from conception to completion of all activities.
- D. Review, evaluate, and implement plans, systems and activities related to establishing and meeting safety requirements unique to this project.

II. Subcontractor's Safety Plan Submittal Requirements

- A. Each Subcontractor shall submit a Site-Specific Safety Plan, Fall Protection Plan, Silica Exposure Control Plan, Infectious Disease Prevention Plan (COVID-19) and SDS information.
- B. Each Subcontractor shall designate a Competent Person/Safety Coordinator at the start of work. A competent person shall have primary responsibility for Subcontractor's compliance with the Subcontractor Project Safety Plan and shall carry out the duties provided for in this Plan. The competent person(s) shall have a minimum of OSHA 30 training and will be onsite at all times during operations.
- C. Submit Job Hazard Assessment (JHA) at least once weekly or more often as work progresses or changes in scope.
- D. Willmeng utilizes a digital safety platform that is to be utilized on Willmeng projects. The foreman/onsite supervisor is required to meet with the Willmeng superintendent for proper onboarding into the platform. Willmeng requires the following are recorded through the safety platform:

- Job Hazard Assessment (JHA) – To be submitted at the start of the work week or when there is a change in the scope of work.
- Manpower Log – To be submitted daily.

Other documents to be submitted (if applicable):

- Hot work permit: 24-hour permit to be activated any time spark or heat producing tasks are needed.
- Trenching Inspections: 24-hour permit to be activated for trench with a depth of 4' or more.
- Roof Access Permit: 24-hour permit activated by foreman explaining all hazards to workers, signed by all workers.

III. Project Safety Orientation Meeting

Prior to the start of construction, the Subcontractor's competent person or designated safety leader shall meet and review safety requirements of the Project with Willmeng. The review should include:

- A. Introduction of subcontractor's superintendent or foreman.
- B. General discussion of need to follow the OSHA standards and Willmeng Subcontractor Safety Management Plan at a minimum and particular subcontractor requirements for this Project.
- C. Clarify any unique subcontractor safety requirements.
- D. Review reporting required by this Subcontractor Safety Management Plan during the construction period.
- E. Clarify location for field office, personnel facilities, material storage, debris removal, material flow and traffic movement.

IV. Subcontractor's Minimum Safety Requirements During Construction

During the construction period, the Subcontractor shall:

- A. Comply with all OSHA and this Willmeng Subcontractor Safety Management Plan requirements, as well as the requirements of the Subcontractor's own safety program.
- B. Perform daily (informal) visual inspections of all portions of its work on the project with hazardous conditions promptly reported verbally or by handwritten memo to the Subcontractor's superintendent and to Willmeng. The responsible Subcontractor shall abate any hazardous condition immediately, if possible. At a minimum, the hazardous condition shall be barricaded, marked with safety tape, or otherwise isolated and indicated in an appropriate manner so as to prevent injury to any person.
- C. Willmeng Field Superintendent shall be promptly notified by the subcontractor of any hazardous conditions on the project site that cannot be immediately remedied by Subcontractor.
- D. The Subcontractor Competent Person/Safety Coordinator shall affect the following actions:
 - 1. Establish a formal, regularly scheduled weekly safety toolbox meeting prior to the start of work and inform Willmeng of day, time, and place for the weekly meeting.
 - 2. Conduct the weekly safety toolbox meetings and site inspections of project. The use of special checklists during such inspection should be encouraged. The meeting should cover at a minimum:
 - a. *Minutes of the previous safety meetings and bulletins as they effect Subcontractor's work.*
 - b. *Review of work area hazards and preventive measures to avoid each hazard.*
 - c. *Designation of a crew member to be in charge in the event of an emergency.*

- d. Location of fire extinguishers and provision for emergency treatment at the work site and dissemination of the information to all employees.
 - e. Worker indoctrination for all new employees coming to the work site. Injuries that have occurred to their workers.
 - f. A review of the Subcontractor's work expected in the next week and any related safety issues.
 - g. Coordination and safety issues involving other subcontractors.
 - h. Any known serious hazardous condition or safety issue discussed at the meeting must be addressed in writing to the Willmeng Construction, Inc. Field Superintendent within 24 hours of the meeting, or immediately if required to protect persons and property from immediate danger or damage.
 - i. Willmeng Field superintendent or other representative may but are not required to attend these meetings
3. Check periodically with the other Subcontractor's Safety Coordinators on safety matters and coordination of work.

V. Subcontractor's Accident Response

- A. Provision shall be made by each Subcontractor for immediate and proper first aid and/or treatment by a physician for every work injury.
- B. For injuries or emergencies requiring treatment by a physician, a hospital emergency room or physician should be called to alert them that an injured employee is arriving.
- C. A list of doctors, hospitals and emergency services shall be posted in a conspicuous place in the Subcontractor's field office.

VI. Subcontractor Record Keeping and Reporting of Accidents

- A. Recordable accidents are as defined in the OSHA regulations. In summary, they include all fatalities and lost workday injuries and work-related illnesses.
- B. Complete the Subcontractor's accident investigation report and the employer's "First Report of Injury", for each recordable accident. Submit a copy of these reports to the Willmeng Construction, Inc. Field Superintendent, appropriate authorities, and other affected Subcontractors within 24 hours of each lost time accident involving any worker on the site.
- C. Within 24 hours of receipt, provide the Willmeng Construction, Inc. Field Superintendent with copies of any citations, inspections, reports, or notices from OSHA or any other governmental or regulatory agency.

VII. Basic Jobsite Rules

- A. Minimum PPE requirements are hardhat, high visibility vest or clothing, long pants, sturdy leather work boots.
- B. Eye protection is required at all times and must be appropriate for the operation.
- C. Fall protection is required at 6'. The competent person is charged with evaluating what types of fall protection crews will utilize. Willmeng will not loan out fall protection gear/equipment.
- D. All equipment operators must be trained in the use of all equipment.
- E. All subcontractors are required to have emergency action plans.
- F. Attendance to all Willmeng site safety meetings is required.
- G. Professional and safe conduct is expected at all times.
- H. Daily clean up and housekeeping is required.

VIII. Subcontractor's Emergency Procedures

A. When reporting a fire or medical emergency, the following information will be necessary when placing the call with the Fire Department:

1. Provide the Name and address of construction site.
2. Provide the nature of the emergency and the circumstances, if possible.
3. Provide your name and telephone number from which you are calling.
4. Provide any special instructions that may be necessary for gaining access to the property.

Subcontractors should be prepared to receive the rescue unit at the entrance gate and guide the unit to the appropriate building location.

B. If the Subcontractor cannot readily contact emergency units, Willmeng Construction, Inc. personnel with radios can be utilized to contact their field or home office for emergency unit notification.

IX. Subcontractor Safety Data Sheets

A. Each Subcontractor shall maintain a complete set of Safety Data Sheets (SDS) on site at all times.
B. Each Subcontractor shall provide a copy of all SDS sheets to Willmeng Field Superintendent prior to bringing the substance on site.

X. Public Safety, Visitors to the Site, Administrative and Miscellaneous

A. Due to the size of the project, it will be extremely difficult to totally control public access beyond the project perimeter. All Subcontractors' must individually be responsible for control of any member of the public visiting their field offices or the construction site, under their invitation. Any person not directly involved with the on- site construction must check in with Willmeng Construction, Inc. field office and sign a visitor release. All visitors must wear a required PPE and must not be allowed to tour the site unescorted.

B. If a member of the public is injured:

1. Willmeng is to be notified immediately.
2. Send report to your insurance carrier promptly and forward another copy of this report to the Willmeng Field Superintendent.

XI. Special Considerations

- A. These rules should be issued to all employees and reviewed at the first toolbox safety meeting and periodically reviewed at future tool box safety meetings. The Willmeng Subcontractor Safety Management Plan is intended to establish minimum general criteria for safe work practices on the Project. It does not replace the requirement that each Subcontractor develop and implement a written safety plan and code of safe practices specific to its trade and scope of work for the Project.
 - 1. Of Special note: No drugs, alcohol, intoxicating substances, firearms or other weapons are allowed in any office, vehicle or other location on the jobsite. No person shall be on the jobsite in possession of or under the influence of alcohol, drugs or other intoxicating substances, or in possession of a firearm or weapon. Any Subcontractor employee violating these rules shall be removed from the job- site immediately and will not be permitted to return to work on this Project.
- B. Subcontractor's Responsibility to Safely Execute its Work
 - 1. All Subcontractors and their Sub-Subcontractors working on the project are responsible for instructing their employees in the prevention, recognition and abatement of unsafe conditions and the regulations and practices applicable to their work environment required to control or eliminate any hazards or other exposures to illness or injury to any person on this Project.

ACKNOWLEDGMENT OF RECEIPT & REVIEW OF WILLMENG CONSTRUCTION, INC. SUBCONTRACTOR SAFETY MANAGEMENT PLAN

For:

Attached is a copy of the Willmeng Construction, Inc. Subcontractor Safety Management Plan adopted for this Project and included in your company's subcontract agreement with Willmeng.

These guidelines are provided to enhance the safety of all construction personnel and visitors at the job site.

It is the responsibility of the Willmeng Project Manager or Field Superintendent for this job to provide and review this Subcontractor Safety Management Plan with all Subcontractors on the job.

It is the Subcontractor's responsibility to read this Subcontractor Safety Management Plan and ensure that its employees comply with it.

This copy of the Subcontractor Safety Management Plan is for you to keep at the job site. Please sign and date below and return only this page to the Project Manager or Field Superintendent.

I HAVE READ AND UNDERSTAND THE SUBCONTRACTOR SAFETY MANAGEMENT PLAN INCLUDING THE GENERAL SAFETY RULES.

SUBCONTRACTOR:

Signature: _____

Date: _____

Printed Name: _____

Title: _____