

MAPP

PHSEP

PROJECT HEALTH SAFETY & ENVIRONMENTAL PLAN

For
XXXXCLIENTXXXXX
Project# XXXXX



TABLE OF CONTENTS

V.	HSE POLICY	3
VI.	HSE PROGRAM MANAGEMENT	3
VII.	HSE COMMITMENT & GOALS	4
VIII.	PRINCIPAL SAFETY RULES	6
IX.	RESPONSIBILITY AND ACCOUNTABILITY	6
X.	PROJECT SAFETY COMMUNICATION & LEADERSHIP	14
XI.	SUBSTANCE ABUSE POLICY	15
XII.	SUBCONTRACTOR MANAGEMENT	18
XIII.	DISCIPLINARY ACTION	18
XIV.	TRAINING REQUIREMENTS	18
XV.	PERSONAL PROTECTIVE EQUIPMENT (PPE)	19
XVI.	SAFETY INSPECTIONS AND AUDITS	21
XVII.	EMERGENCY RESPONSE	21
XVIII.	INCIDENT REPORTING AND INVESTIGATION	23
XIX.	WORK AUTHORIZATION & PERMITS (WHEN REQUIRED)	23
XX.	FIRE PROTECTION & PREVENTION	25
XXI.	HAZARD COMMUNICATION	26
XXII.	LADDERS	27
XXIII.	SITE MANAGEMENT	28
XXIV.	HOUSEKEEPING	28
XXV.	ELECTRICAL SAFETY	28
XXVI.	FALL PROTECTION	30
XXVII.	SPECIAL REQUIREMENTS	31
XXVIII.	MEDICAL CARE	33
XXIX.	KEY PERSONNEL	35
XXX.	APPROVAL	36
XXXI.	APPENDIX	37

v. HSE Policy

HSE POLICY
HSE01-001**HSE POLICY**

It is the commitment of **MAPP** to perform **ALL** work in the safest manner possible, while maintaining the highest level of construction practices. We are committed to protecting the health and safety of each employee as the prevailing priority of our organization. **MAPP** will uphold its position as a leader in the construction industry by implementing actions to help realize a healthy, injury-free work environment.

Through management leadership and employee participation, the organization commits to:

- Create, and strive to continually improve upon, a safe and healthy workplace for all;
- Build a respect for and implement strategies to protect the environment;
- Continually improve our HSE performance;
- Meet specified client requirements and ensure continuous client satisfaction;
- Conform to MAPP HSE and legal requirements.
- Plan for, respond to and recover from any emergency, disaster or business disruption;
- Integrate HSE considerations into all business planning, decision making, and daily activities;
- Set HSE performance objectives, measure results, assess and continually improve processes and services, through the use of an effective management system;
- Provide resources and training to carry out this policy;
- Foster conception and involvement in the HSE process by all contributors, while holding each contributor accountable for personal HSE commitment;
- Communicate with openness our HSE policy to all contributors to the organization.

The management and supervision of **MAPP** considers no aspect of our work of greater importance than the safety of our employees, subcontractor employees, and the protection of the public and the environment.

Mike Polito
President/CEO

08/22/2016

Date

VI. HSE PROGRAM MANAGEMENT

1. The purpose of MAPP's CLIENT Project Health Safety and Environmental Plan (PHSEP) is to establish certain criteria and procedures for the analysis, development, implementation, training, auditing, and evaluation of safety procedures tailored to conditions present and by the work scope for this project. This plan is intended to address certain hazards and to provide management, site supervision, workers, and other contributors with the tools necessary to conduct all construction in a safe and efficient manner. Provisions for this plan have been established through the MAPP's HSE Management System, CLIENT HSE requirements, OSHA's General Industry and Construction Regulations, and applicable federal and state regulations.
2. Where a CLIENT specific HSE policy has not been implemented, the MAPP Corporate HSE Policy will be the minimum requirement for compliance.
3. The PHSEP, as contained herein, will be reviewed on a regular basis, and will be revised as necessary to accommodate changing project conditions, as well as changes in the law.
4. This PHSEP shall become part of every construction contract at the Project and shall be considered as a mandatory minimum requirement for all contractors and their subcontractors of all tiers.

VII. HSE COMMITMENT & GOALS

HSE COMMITMENT MESSAGE TO YOU

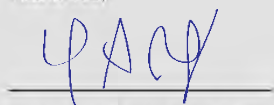
At MAPP, it is core business value that all personnel working for and with MAPP should have a safe workplace, and return home safely each day. We must also protect the environment, and respect the communities in which we work. In order to realize this, it requires a commitment from the MAPP Executive Leadership in terms of resources, systems, tools and training. I give you my personal commitment that I regularly verify that we are supporting this value, and that I remain well-informed of the HSE performance and concerns of our work sites.

To achieve my vision for the company in regards to HSE, I am calling upon every MAPP contributor to make a personal commitment to act safely, and look out for others. Fundamentally, the expectations are simple:

- A. For every single job and task, make sure YOU have identified the HSE risks, and have effective controls in place.
- B. If you don't know - ASK! We have a trained and experienced supervision and HSE team members who are there to assist you.
- C. Follow the MAPP HSE Policies – especially the MAPP Principle Safety Rules.
- D. YOU have a duty to stop unsafe work, not just a right.
- E. Respect those around you – especially the communities in which we work and clients.
- F. Make sure you are fit and well to do your job, and have the necessary training.

My message is a simple one – if you can't do it safely, without harm to the environment, in compliance with the law and MAPP policies, then I don't want it done. We will not do anything that jeopardizes the health and safety of a person or the environment.

Thank You,



Mike Polito, President/CEO
MAPP

1. MAPP is committed to a zero injury environment. It is our belief that safety is a value, not compromised by cost or schedule. Everyone has the right to go home safely at the end of the day.
2. MAPP's principal goal is for each project subcontractor to conduct all construction activities with a zero incidence objective. This goal includes not only zero injuries but also zero property damage and environmental incidents.
3. MAPP's objective is total customer satisfaction achieved by consistently producing a level of quality and productivity that completes a project on or ahead of schedule, within budget, and in compliance with all applicable standards.
4. MAPP is committed to providing its employees, its subcontractors' employees, and vendors, other on site personnel, clients, and the public with a Drug & Alcohol Free Construction Environment.

VIII. PRINCIPAL SAFETY RULES

1. All persons accessing the MAPP project site shall embrace and abide by the mandatory Principal Safety Rules adopted by MAPP. Failure to comply will result in disciplinary action, up to and including removal from the site and disqualification from future work with MAPP for violating employees.

PRINCIPLE SAFETY RULES

	Only accept and undertake work for which you are trained and competent.		Obtain written authorization before overriding, removing, or disabling safety critical equipment or devices.
	Do not walk or work under a suspended load.		Protect yourself against a fall when working at heights in accordance with MAPP and regulatory requirements.
	Do not smoke outside of designated smoking areas.		Violence in any form is prohibited on all sites.
	Do not work or drive under the influence of drugs or alcohol.		Verify the isolation, de-energization, and lockout and tagging when required of all energy sources before work begins on any equipment or system and use the specified life protecting equipment for the task.
	Work with a valid Work Permit. (I.E. Task Safety Analysis with Hot Work, Confined Space, Crane Lifting, Excavation, Lockout/Tagout, or Energized Electrical Work Permit as required)		Report all hazards, near misses, and incidents immediately.
	Do not use your mobile device while performing work, driving (on site or on roadways), or walking in construction areas.		ALL PERSONS on a MAPP Construction project site (workers, visitors, clients, or authorities) who observe immediate unsafe conditions or acts shall have the authority and responsibility to STOP WORK.

SAFETY is our BEST TOOL

IX. RESPONSIBILITY AND ACCOUNTABILITY

1. Everyone associated with this project must understand their responsibilities with regards to health and safety on this project. With the responsibilities defined, project management, supervision, subcontractors, workers, and visitors will be held accountable for their health and safety performance.
2. **GENERAL CONTRACTOR**
 - a) The General Contractor (MAPP) mandates each project employee understand and accept his/her responsibility for performing each task in a manner consistent with the prescribed safe work practices, rules, and all applicable regulations. This mandate includes full compliance with Client's requirements governing contractor employee conduct while on its premises.
 - b) The MAPP **Project Executive** is responsible for the health and safety of all personnel assigned to the **CLIENT** project. They shall:
 - (1) Assure compliance of the PHSEP with established MAPP HSE-MS standards, MAPP HSE policies, and client requirements.
 - (2) Communicating the company's goals and objectives to each project employee through site management.
 - (3) Provide adequate budget and resources for implementation of the site HSE program.

- (4) Exercise accountability, and provide for the delegation of accountability to a responsible manager for the HSE performance of the project.
 - (5) Inform the Corporate Safety Director and Site Superintendent immediately of any factors or problems that could affect safe operations through the duration of the project.
 - (6) Reviewing HSE performance of the project and its personnel to ensure company and project objectives and expectations are met.
 - (7) Regularly attend and participate in Project HSE safety meetings.
 - (8) Review and recognizing good HSE performance by individuals and teams.
 - (9) Participate in accident investigation processes; if necessary.
 - (10) Discuss safety and health as a value-adding topic of discussion at all meetings.
 - (11) Coach others for continuous improvement;
- c) The MAPP **Project Manager(s)**, along with Site Superintendent(s) are responsible for the overall safety, health, and environmental program's performance. However, each subcontractor Project Manager and Superintendent/Foreman are responsible for onsite work activities, which include implementation, enforcement, and administration of safety and health, related activities. The PM is responsible for:
- (1) The development of a Project HSE Plan (PHSEP) for the project, in coordination with the MAPP Safety Department and all site supervisory employees, and obtaining approval from the Client and the MAPP Corporate Safety Department prior to conducting any on site activities.
 - (2) Promoting safety awareness at all times.
 - (3) Ensure the allocation of funding and resources necessary to meet project HSE goals and objectives.
 - (4) Exercise accountability, and provide for the delegation of accountability to responsible persons for the HSE performance on site.
 - (5) Continuously communicate directly with all site personnel regarding any and all information on safety-related matters and concerns.
 - (6) Conducting at minimum weekly field activity inspections to assure adherence to project safety requirements.
 - (7) Eliminate construction work interruptions by pre-planning and evaluating foreseeable safety issues.
 - (8) Planning and coordinating work activities to avoid personal injury, property damage, and delay of production time.
 - (9) Require that good housekeeping procedures be maintained by all parties throughout the duration of the project.
 - (10) It is the responsibility of the Project Manager to see that all phases of the project are performed according to contract requirements.
 - (11) It is the responsibility of the Project Manager to contact the offending subcontractor and seek corrective actions as may be necessary to achieve contract compliance.
 - (12) Participate and encourage employee participation in the Safety Observation (SOR) behavioral process. Supervision shall perform at minimum one SOR per day, to be submitted to the Project Coordinator.
 - (13) Coordinating with the client and other third parties on HSE matters.
- d) The MAPP **Site Superintendent(s)**, along with MAPP Project Manager(s) are responsible for the overall safety, health, and environmental program's performance. A Superintendent is responsible for:
- (1) Promoting and leading, by example, a proactive safe work environment at all times.
 - (2) Perform the review and authorization of daily work plans (TSA) and permits.
 - (3) Monitor continuously workers and work group's performance for quality and adherence to safe work requirements.

- (4) Reporting and participation in the investigation of all incidents to the MAPP HSE and Project Manager.
 - (5) Planning and coordinating work activities to avoid personal injury, property damage, and delay of production time.
 - (6) The preparation and primary deliverer of site safety meetings and site safety orientations;
 - (7) Continuously communicate directly with all site personnel regarding any and all information on safety-related matters and concerns.
 - (8) Conducting at minimum weekly field activity inspections to assure adherence to project safety requirements.
 - (9) Require that good housekeeping procedures be maintained by all parties throughout the duration of the project.
 - (10) Enforce a visitor control program and the overall traffic control plan for pedestrians, vehicular traffic, and construction operations.
 - (11) Assist and help lead the site wide weekly safety meeting that is required for all employee attendance.
 - (12) Lead, facilitate, and document the weekly Subcontractor HSE Meeting to review project safety related information.
 - (13) Collect and maintain Hazard Communication information with the assistance of the Project Coordinator including site HazCom program, SDS's, and inspections of chemical storage areas.
 - (14) Lead Pre-Work Assessment (PWA) reviews with subcontractors and other parties to evaluate and update as necessary scopes of work.
 - (15) Participate and encourage employee participation in the Safety Observation (SOR) behavioral process. Supervision shall perform at minimum two SORs per week, to be submitted to the Project Superintendent.
 - (16) Continuously communicate directly with all site personnel regarding any and all information on safety-related concerns
 - (17) In the event of imminent danger situations, supervisors or employees shall discontinue the affected work, contact the MAPP Superintendent and together they shall immediately resolve the situation.
 - (18) Maintain detailed records of all project safety related activities.
- e) The **MAPP Corporate Safety Department** will be responsible for ensuring that the site staff has the necessary information to lead a safe worksite. The MAPP Safety Department will:
- (1) Maintain all MAPP safety documentation records such as: the Corporate OSHA 300 log, master incident investigation files, and MAPP employee safety training records.
 - (2) Provide guidance on the development of the PHSEP.
 - (3) Providing access to and advice regarding HSE laws, regulatory requirements and applicable standards that the company and its operations must meet across the various jurisdictions in which it operates.
 - (4) Issue and promote communications related to safety and health to all projects and personnel.
 - (5) Develop, distribute, review, and maintain MAPP HSE policies and procedures; assist with the development of the **CLIENT** project HSE policies.
 - (6) Develop, supervise, and coordinate training programs or media, which will increase proficiency in safe work practices and promote safety consciousness.
 - (7) Evaluate the qualifications and training of subcontractor workforce through random subcontractor audits.
 - (8) Periodically inspect the project site to detect potential safety, health and environmental hazards, and recommend corrective or preventative measures where appropriate.
 - (9) Participate in the investigation of incidents, as requested by the site team and lead the serious incident investigation processes for all MAPP projects.

- f) The **MAPP Project Safety Manager** On specified projects only, a MAPP Project Safety Manager will be assigned, and will be responsible for ensuring site leaders have the necessary information to lead a safe worksite. Safety assurance will include:
- (1) Assist the project team with their duty to implement the PHSEP, and all applicable HSE policies and procedures.
 - (2) Reporting of incidents and other HSE reporting requirements to the project team.
 - (3) Provide the project staff with technical guidance and assistance on injury free efforts, and compliance with project, state, federal and client regulations
 - (4) The preparation and primary deliverer of site safety meetings and site safety orientations;
 - (5) Coordinating HSE related training needs for OSS project
 - (6) Communicating HSE alerts of interest to MAPP Corporate HSE for wider communication.
 - (7) Collect and maintain Hazard Communication information including site HazCom program, SDS's, and inspections of chemical storage areas.
 - (8) Conducting daily field activity inspections to assure client, company and regulatory compliance; hazard correction and risk review, and adherence to site policies.
 - (9) Perform a Weekly Site HSE Audit to assure adequate protective equipment and systems are in place and maintained.
 - (10) Assist in the development of, and be the primary contact to capture, track, and verify completion of all site safety related corrective action items.
 - (11) Participate in the investigation and management of all reported site incidents, including medical assessment and treatment.
 - (12) Formally escalating HSE issues to management.
 - (13) Participate in Pre-Work Assessment (PWA) reviews with subcontractors and other parties to impress upon them MAPP's and the Clients' desire for a strong and effective risk assessment and control program for this project.
 - (14) Participate and encourage employee participation in the Safety Observation behavioral process.
 - (15) Provide the monthly HSE Project Performance Report to MAPP Site Management, MAPP Corporate HSE Department, and Client summarizing project data, performance, trends, and key indicators.
- g) The **Project HSE Supervisor** On specified projects only, a Project HSE Supervisor will be assigned to assist the MAPP Project Safety Manager in ensuring that the project management team have the necessary tools and information to lead a safe worksite. Responsibilities can include:
- (16) Assist the project team with their duty to implement the PHSEP, and all applicable HSE policies and procedures.
 - (17) Reporting of incidents and other HSE reporting requirements to the MAPP Site HSE Supervisor.
 - (18) Provide the project staff with technical guidance and assistance on injury free efforts, and compliance with project, state, federal and client regulations
 - (19) Assist in the delivery of site safety meetings and site safety orientations.
 - (20) Assist site superintendents, and MAPP Site HSE Supervisor in the review and authorization of daily work permits, as needed.
 - (21) Educate and coach the Project Team on HSSE related matters and risk control.
 - (22) Conducting daily field activity inspections to assure client, company and regulatory compliance; hazard correction and risk review, and adherence to site policies.
 - (23) Assist in the development of, capturing, track, and verification of completion of all safety related corrective action items.
 - (24) Participate in the investigation and management of all reported site incidents as directed by the MAPP Site HSE Supervisor.

- (25) Highlight employee concerns about workplace hazards, unsafe practices and HSE performance.
- (26) Participate and encourage employee participation in the Safety Observation behavioral process.

3. SUBCONTRACTORS

- a) As a condition of the contract, each subcontractor, its agents, supervisors, and employees are expected to conduct their business in a manner which complies with both the letter and the spirit of all environmental and safety work practices, laws, rules, and regulations that govern this project and its employees. This shall include adopting this Project HSE Plan (PHSEP) and the MAPP Substance Abuse Policy and Enforcement Program for this project.
- b) Each **subcontractor** shall retain primary responsibility for the safety of its employees. They will be required to provide safety coverage for their particular work scope.
- c) All subcontractors shall designate a competent person to implement and enforce the site specific safety plan.
- d) On specified projects only, a subcontractor shall have on site a full time qualified and competent foreman/supervisor for every 30 workers assigned to the project site.
- e) On specified projects only, a subcontractor safety representative will be required once they have 50 employees assigned to the project. This safety representative shall not have any other duties outside of health, safety, and environmental protection.

SPECIAL NOTE: On specified projects only, Demolition, Electrical, Mechanical, Drywall and Framing subcontractors are required to have a full time safety representative at all employee levels, and for every 25 workers thereafter (this includes lower tier subcontractors) the SSR cannot be a foreman.

(Ex. For Demo/Elect/Mech/Drywall/Framing Trades - if 14 craft employees are onsite, 1 SSR and 1 foreman will be required. If 36 craft employees are onsite, 2 SSR and 2 foreman will be required. If 54 craft workers are onsite, 2 SSR and 3 foreman will be required.)

(Ex. All other trades - If 14 craft employees are onsite, 1 foreman who will also act as the SSR. If 36 craft workers are onsite, 1 SSR and 2 foreman will be required.

- f) All Foreman and SSR must be proficient in reading and speaking English. Subcontractors presenting workers not fluent in speaking and reading English, must at all times provide a Bilingual Foreman and/or SSR to translate information, announcements, meetings, and all other communications. At least one Bilingual employee must be on site while any workers not fluent in English are present.
- g) Each subcontractor will submit to MAPP at least one week prior to mobilization a Subcontractor Site Safety Plan (SSSP) that shall describe their work in detail. (See **Attachment A - SSSP Guide**) This SSSP must provide sufficient assurance to MAPP that the subcontractor has addressed the risks associated with the work, and has addressed preventative or control measures for safety and health hazards. In lieu of completing the SSSP Guide in Attachment A, subcontractors may submit their own site specific safety plan to be reviewed and approved by the MAPP and Client HSE Supervisors. Provisions of the SSSP include:

- (1) Assurance to MAPP that the work to be performed complies with safety, health, and performance requirements specified in subcontractor documents.
- (2) Submit general HSE Training verification of OSHA required training required by the PHSEP training requirements. Verification shall include copies of all employees training badges, cards, or certificates.
- (3) Designate in all appropriate instances, a "Competent Person" as required by the applicable OSHA standards. Documentation of acceptable training is required.
- (4) Designate first aid providers on site for the subcontractor. A minimum of one person for every 50 assigned to the project must possess current acceptable first aid training and be on site during all working hours. Documentation of acceptable training is required.
- (5) Indicate your company's trained and qualified equipment operators as per your scope. Documentation of acceptable training is required.

- (6) Submit project specific Master Chemical and Substance Inventory and Safety Data Sheets (SDS) for all hazardous chemicals and materials to be used or stored on the project.
- (7) Describe the construction schedule and methodologies of each work task, including HSE risks, prevention and control measures, equipment, personnel, and lower-tier subcontractors to be used during operations. All identified hazards and associated risks shall be eliminated, controlled, or managed to ALARP (as low as reasonably possible).
- (8) The minimum level of detail for work task plans shall include the following as applicable:
 - (a) Site mobilization details, including delivery and setup of equipment, fuel storage, waste disposal, anticipated training activities, and mobilization activities.
 - (b) Personnel safety planning, craft designations, anticipated crew sizes, and number of crews performing work; types, sizes, and number of pieces of equipment; lower-tiered subcontractor involvement; and testing procedures and requirements.
 - (c) A summary plan for the maintenance, service, inspection, and repairs of onsite equipment or machinery.
 - (d) Methods of compliance with General Conditions, Client requirements, all applicable Federal, State, and Local Laws, and this PHSEP.
 - (e) HSE risk assessment, ranking, and control plans.
 - (f) Shall be developed so individual pages or sections addressing work activities and corresponding health and safety requirements may be lifted, reviewed with Project Team, and utilized for briefing and developing of daily task plans.
- h) General subcontractor duties also include those for all employees, as well as the following responsibilities:
 - (1) Effectively communicate and enforce this PHSEP, and Subcontractor Site Safety Plan to each member of their work group prior to beginning work on site and for the duration of the project.
 - (2) Promoting safety awareness at all times.
 - (3) Eliminate work interruptions and related hazards by pre-planning each task and evaluating the risk of all work activities.
 - (4) Allocating manpower, as required, to provide for safe operating procedures on the job.
 - (5) Orient the worker upon hire or assignment to project with respect to:
 - (a) The work group (new worker),
 - (b) General and task specific safety hazards,
 - (c) This PHSEP and subcontractor site safety plans.
 - (6) Assign employees only to tasks for which they are trained and qualified.
 - (7) Adhere to site daily work authorization policies by performing Task Safety Analysis (TSA) and briefings, obtaining special work permits (as required), and participation in behavioral observations that are turned into the Project Team on a daily basis.
 - (8) Require that good housekeeping procedures be maintained by all parties throughout the duration of the project.
 - (9) Subcontractors shall not relinquish or defer responsibility for project safety to its own or subcontractor employees, at any time, under any circumstance.
- i) Subcontractor foreman/supervisors and subcontractor HSE Representatives (as applicable) shall additionally:
 - (1) Monitor worker and work group performance for safe work practices.
 - (2) Setting the example by support the project HSE goals, maintaining good housekeeping and eliminating unsafe conditions.
 - (3) Correct any deficiencies, hazardous conditions, or corrective actions assigned to the subcontractor company immediately upon notification and submit verification of completion to the Site HSE Department.
 - (4) Report immediately to the Site Superintendent all incidents, regardless of severity. Support the management of and assist as requested the incident investigation process.
 - (5) Lead by example, and encourage workers to actively participate in the HSE process.
 - (6) Ensure that all equipment, tools, and machinery are inspected and properly maintained.

- (7) Shall perform a minimum one documented safety observation per day, and submit to the Site HSE Department.
- (8) Attend the required weekly Subcontractor HSE Meeting to review project safety related information.

4. EMPLOYEES

a) **All Employee/Worker** acceptance, comprehension, and support of the PHSEP and **CLIENT** HSE policies and procedures is the ultimate key to the success of the HSE program. All employees and workers on site are responsible for:

- (1) Complying with the requirements of this PHSEP, all MAPP **CLIENT** HSE standards, policies, and procedures and their SSSP, as applicable, established for his/her safety and health and for preservation of the environment.
- (2) Carrying out their work in a manner which does not present a risk to themselves, others and the environment.
- (3) Assisting management and supervision in positive development of their co-worker's attitudes toward HSE and workplace morale.
- (4) All project employees shall immediately report all incidents (including injuries, illnesses, near misses, environmental impact events, property damage), and unsafe conditions that may exist on the project site, to their supervisor and the Project Team regardless of the severity of the incident or condition.
- (5) Suggesting improvements and being active in the general improvement of all systems and methods of work to ensure operations are carried out in a personally and environmentally safe, reliable and cost effective way.
- (6) Correct immediately any imminent danger situations, e.g., exposure to falls from elevations, electrocution hazards, exposure to improperly protected excavations, etc.
- (7) Notify their supervisor and ask for help if they have an insufficient understanding of any standard, policy, requirement, tool, task, or procedure.
- (8) Plan your work and try to anticipate, understand, and control or manage any hazards you might encounter.
- (9) All project employee shall attend all weekly and special project safety meetings.
- (10) Each project employee will be required to properly use, wear, inspect, and maintain all personal protective equipment, and devices as instructed by their company policy and management, MAPP Project Management, and the Client.
- (11) All employees shall provide all necessary information to complete accident investigations and fulfill insurance requirements.
- (12) All employees shall attend a site specific orientation provided by MAPP prior to doing any work on site.
- (13) All project employees shall understand this Project Health Safety & Environmental Plan (PHSEP) and be required to abide by the provisions therein. Refusal or failure to comply with the Project HSE Plan may result in immediate discharge.

- (14) 10-10-10 Safety Program is implemented on this site. As a worker on the OSS Revitalization project, each worker shall be a **Safety Observer** at all times, and is:



- Someone who has personal accountability for his own safety and actions
- Someone who has accountability for those who work with him, or for him
- Someone who actively participates in the safety program
- “His Brother’s Keeper”, and makes sure his coworkers go home the way they came each and every day
- Someone who supports safe work habits and attitudes
- Someone who actively participates in the site safety process, safe work execution, TSAs, suggestions and improvements
- Someone who reports safety concerns and near misses
- Someone who is a safety observer at all times

EVERY 10 MINUTES
TAKE 10 SECONDS
TO LOOK 10 FEET AROUND YOU

If you see a safety concern or issue, it is your responsibility to **STOP THE WORK.**

- (15) **STOP WORK AUTHORITY.** Each project employee will have the authority and responsibility to stop any work he/she deems unsafe, life threatening, or could cause serious bodily harm to himself or his coworkers.

It is **YOUR RESPONSIBILITY** to **STAND UP FOR SAFETY.**

You will never be penalized for stopping unsafe work, or speaking up about hazards or injuries.



When exercising your STOP WORK AUTHORITY:

- Calmly approach the worker. Do not startle him/her.
- A caring attitude vs. a demanding attitude will likely have a positive result.
- Always **thank** the worker for listening, and let him/her know that we stand up for safety – one and all.
- If you are on the receiving end of Stop Work Authority, thank the person who cared enough for **YOUR** safety.

- (16) All project employees will maintain a clean and safe work area.

- (17) **Plan to work safely.** There are no second chances or do-overs. It’s one strike and you’re out at OSS any way you look at it. Just one unsafe act could change a life, maybe yours. Plan your work safely, and work your plan, safely. **There are no short cuts in safety.**

5. VISITORS

- a) All **visitors** are required to report to the MAPP Construction project field office upon arriving to the project site. Access to the site shall be denied to any individual who does not have justifiable business on the job site.

- (1) A visitor is a person not routinely (meaning at least 16 hours per week) accessing or performing work on the project, including but not limited to: delivery personnel, consultants, suppliers, sales representatives, inspectors, company management, etc.
- (2) Requests for tours of the project site shall be carefully screened and limited in frequency and numbers of people. Tours of the site shall be approved by the MAPP Construction project team. MAPP shall establish the time and travel route for any tour. Areas which may present hazards to the tour groups shall be prohibited. The tour's travel route shall be cleared of any tripping hazards, cleaned, and properly protected to avoid potential personal injury. A designated member of the MAPP site team shall guide the approved tours.
- (3) Whenever possible, advanced notice (usually 24 hours) shall be given to the MAPP Site Superintendent for all visitors intending to enter the project.
- (4) All visitors shall at least annually sign the Site Safety Visitor Orientation Form (See **Attachment B - SSVOF**).
- (5) All visitors must complete all portions of the visitor sign-in log (name, company, cell phone #, destination, contact person, etc.)
- (6) All visitors shall be escorted at all times while on site by an authorized and designated project team member.
- (7) Any visitor not complying with site HSE policies will be removed immediately from the project.
- (8) All personnel, who have not received authorization for entry, have not signed in, or refuses to comply with any portion of the PHSEP shall be required to leave the site immediately. Future admittance to the project may be denied.
- (9) All persons who refuse to leave the site shall be reported to the local authorities and subject to arrest (No one other than the local authorities shall be allowed to forcibly remove or detain anyone on the project).
- (10) Any visitor involved in an incident on the project may be subject to drug and alcohol testing, as stated in the Substance Abuse Policy.
- (11) MAPP, the Client, and Subcontractors will be held responsible for the safety and conduct of their respective visitors.

X. PROJECT SAFETY COMMUNICATION & LEADERSHIP

1. **Weekly Site Safety Meeting** - All site personnel must attend a minimum of one weekly safety meeting led and scheduled by the MAPP Project Team. This includes all MAPP, subcontractor, vendor, and Client supplied personnel. The weekly safety meeting should cover job relevant topics each week, and be approximately 15 minutes in length. Safety meeting attendance and information should be documented on the MAPP Meeting Attendance Report Form (HSE-FM-002) and a copy of presented material be kept with the sign-in sheet. Original documentation should be kept onsite by the Site Superintendent and a copy sent to the project coordinator for indexing in PVault.
2. **Daily TSA Review** - The Subcontractor Foreman will discuss with craft workers the planned work activities, hazards, safe work practices, personal protective equipment needs, and other issues of concern at daily TSA kick off reviews.
3. **Weekly Subcontractor HSE Meeting** – All subcontractors (foreman and/or the safety representative) will be required to attend a weekly HSE meeting while they are working on site to review project performance and to identify opportunities to improve the safety process. The MAPP Project team will review the weekly observation trends, open and closed action items, incident and near misses, and safety related concerns. After the office meeting, all attendees will perform a jobsite safety walk.
4. **Project Safety Leadership Team (PSLT)** – On specified projects only, MAPP shall establish a Project Safety Leadership Team (PSLT) at the onset of the project. The PSLT shall be made up of various representatives of project management, field supervision, craft labor and EHS representatives from MAPP, the client, and subcontractors. The craft labor representatives of the PSLT will be a rotating set of 5 employees each month

who have participated in the Craft Safety Team. The PSLT will meet regularly to discuss project safety concerns, incident trends, compliance issues, and upcoming project work or activities that may require additional environmental, health & safety planning and/or coordination. At a minimum, these meetings will be held monthly. MAPP Site HSE Group will facilitate and document PSLT meeting minutes. The PSLT will also review the project improvement suggestions that are submitted throughout the project. This review will occur during the meeting with the purpose of deciding which ideas, if any, need to be implemented. All suggestion participants will be eligible for project safety incentives.

5. **Special HSE Meetings** - On occasion, a special safety alert, stand down, policy changes, industry alerts or other meeting will need to be shared. A safety meeting should be held with all site personnel to review the information. A Meeting Attendance Report Form must be completed to document the meeting and filed with the other site safety meetings. If requested, a copy of the meeting documentation should be sent to the MAPP Corporate Safety Department.
6. A **visual workplace board** shall be erected and displayed in project common areas, such as break areas, to post required jobsite signage, posters, notices, etc.
7. A **Safe Culture Development and Honors program** will be introduced along with safety lunches and awards to be provided during the course of the project. On the spot safety recognition awards will be given in observance of safe acts above and beyond project requirements.

XI. SUBSTANCE ABUSE POLICY

1. POLICY

- 1.1. MAPP (hereinafter the “Company”) is committed to promoting and maintaining efficient operations and safe, healthy and productive work environment for its employees. To further these goals, the Company adopts this policy for a drug and alcohol free work environment. Compliance with this policy is a condition of employment as the Company is unwilling to assume any risk created by the presence of drugs, alcohol and controlled substances in the workplace. Nothing in this policy is intended to create contractual or other legal obligation on the part of the company or such rights on the part of any employee. Both the Company and each employee remain free to terminate his or her employment relationship at will
- 1.2. All subcontractor/supplier personnel and other third parties on company premises will be subject to this policy. Any such individual found in violation of this policy will be subject to removal from the premises. Violation of this policy by subcontractor/supplier employees may also cause cancellation or termination of the contract between the Company and such subcontractor/supplier at Company’s option and may result in the subcontractor/supplier losing the right to do business with the Company.
- 1.3. The term “Company Premises” or “Company Property”, for purposes of this policy, includes all property owned, leased, used, or under the control of MAPP, its affiliates and subsidiaries, including but not limited to, the jobsite of a customer, structures, buildings, offices, facilities, and installations

2. PROHIBITION AGAINST PRESENCE OF ALCOHOL (without prior approval), DRUGS, AND CONTROLLED SUBSTANCES

- 2.1. To ensure a safe, productive work environment at all Company facilities, including contractor facilities, and to safeguard Company property, the Company strictly prohibits the use, sale, transfer or possession of alcohol, drugs, drug paraphernalia, or controlled substances on any Company premises or work sites. Company vehicles, as well as private vehicles parked on Company premises or work sites, are locations included within this prohibition. Additionally, the company strictly prohibits any person with any detectable amount of drugs or controlled substances present in his or her body, or who is under the influence of alcohol, from being on any Company premises or work sites. The Company further prohibits any employee from being on duty, whether on or off Company premises or work sites, with any detectable amount of drugs or controlled substances present in his or her body, or under the influence of alcohol. Any employee found in violation of this policy is subject to disciplinary action, up to and including termination. Any employee (including visitors, contractor, employees of subcontractors, etc.) found in violation of this policy, or suspected of having alcohol, drugs, or controlled substances present in his or her body, may be refused entry onto or removed from

Company's premises and denied future access. Furthermore, depending on the circumstances, other action, including notification of appropriate law enforcement agencies, may be taken against any violator of this policy.

- 2.2. MAPP requires a negative pre-work controlled substance test on all employees within sixty (30) days prior to permitting such individuals to work in a position in which they have the ability to create hazards or danger to other individuals, the community or the environment. Negative pre-work testing is not required for individuals already working on MAPP projects facility at the time the Contract to which this exhibit is attached becomes effective. In addition, without MAPP's consent in writing, subcontractors must not assign any individual to perform any services under the Contract to which this exhibit is attached who tests positive or refuses or fails to have a test for controlled substance or alcohol within six (6) months prior to such assignment.
- 2.3. As used herein, "controlled substance" specifically includes opiates, including heroin; hallucinogens, including marijuana, mescaline and peyote; cocaine; PCP; and prescription drugs, including amphetamines, benzodiazepines and barbiturates, which are not obtained and used under a prescription lawfully issued to the person possessing them and any other substance included in the Federal Controlled Substances Act or its regulations or unlawful under applicable law.
- 2.4. As used herein, controlled substance of alcohol "test" means any collection and analysis using urine, breath or other samples to determine the presence of controlled substances or alcohol in the body.

3. LEGAL DRUGS

- 3.1. Any employee taking a drug or other medication, whether or not prescribed by a physician, which is known or advertised as possibly affecting or impairing judgment, coordination, or other senses, or which may adversely affect ability to perform work in a safe and productive manner, must notify the MAPP Safety Department or Human Resource Department prior to starting work or entering the Company's facilities or work sites. The Safety Department will decide if the employee can remain at work or on the Company's premises or work site and what restrictions, if any, are deemed necessary or appropriate. Any employee violating this policy is subject to disciplinary action up to and including termination

4. EXAMINATIONS

- 4.1. The Company may, as a prerequisite to employment, require all applicants for employment to submit to a urinalysis, saliva test, blood test, and/or medical test for detecting drugs and/or alcohol in the following circumstances:
 - 4.1.1. Following an serious or potentially serious accident or injury, regardless of fault
 - 4.1.2. Whenever required or requested by a customer of the Company as a condition for entering the customer's premises or performing services for the customer
 - 4.1.3. Whenever an employee is suspected of violating this policy
 - 4.1.4. After any motor vehicles accident,
 - 4.1.5. After any significant release affecting the environment (air, land, or water)
 - 4.1.6. As part of occasional follow-up testing if an employee is found to have violated this policy but has been permitted to remain employed
 - 4.1.7. On a random selection basis throughout the employees term of employment,
 - 4.1.8. Any other time deemed appropriate by the management of the Company, without prior announcement.
- 4.2. Employees will be required to sign a written consent to such examinations at the time of and as a condition of their initial employment. Any employee who refuses to consent to a required examination may be discharged. No employee is allowed to return to duty once a test is requested until a negative drug test has been confirmed, this includes in cases where additional testing must be done. The purpose of these examinations is to determine whether a person has any detectable amount of alcohol, drugs, or controlled substances present in his or her body. Employees should be aware that laboratory testing procedures are extremely sensitive and can detect the presence of drugs or controlled substances several days or even weeks after the drug was used. Any switching or adulterating of urine, blood, or other sample methods is a violation of this policy and will result in immediate termination and/or removal from the Company site.

- 4.3. Random drugs screenings are mandatory for all employees and will be done monthly at a rate of 10% of the workforce population. Alcohol test shall be done with the use of an EBT (evidential breath testing) device by a certified BAT.
- 4.4. Multiple drug testing collection sites and laboratories will be used for analysis of specimens. All laboratories used shall be certified through SAMSHA.

DRUG AND ALCOHOL PANEL

DRUGS	SCREENING LEVEL	CONFIRMATION LEVEL
Amphetamines	300 (ng/ml)	300 (ng/ml)
Barbiturates	300 (ng/ml)	100 (ng/ml)
Benzodiazepines	300 (ng/ml)	100 (ng/ml)
Cocaine	300 (ng/ml)	150 (ng/ml)
Methadone	300 (ng/ml)	100 (ng/ml)
Opiates	2000 (ng/ml)	2000 (ng/ml) Morphine 2000 (ng/ml) Codeine
Cannabinoids	20 (ng/ml)	10 (ng/ml)
PCP	25 (ng/ml)	25 (ng/ml)
Propoxyphene	300 (ng/ml)	200 (ng/ml)
Alcohol	0.00% (BAC)	0.00% (BAC)

5. SEARCHES AND INSPECTIONS

- 5.1. The Company may conduct searches and inspections including but not limited to: employees and their personal effects, lockers, clothing, tool boxes, vessels, lunch boxes, purses, baggage, vehicles, etc., located on the Company's premises or work sites. The purpose of such searches and inspections under this policy is to determine whether any person is in possession of alcohol, drugs, or controlled substances. Entry onto the Company's premises or work site constitutes consent to such searches and inspections at the time of and as a condition of their initial employment, as well as, at the time such searches and/or inspections are conducted. Any employee who refuses to consent to a required search or inspection will be discharged. Any non-employee having business with the company or otherwise seeking access to company premises or work sites who refuses to submit to a search or is found in possession of alcohol, drugs, or controlled substances will be removed and denied future access to the Company's and Client's premises or work sites. Searches of such non-employees will be conducted only with the consent of such persons. When appropriate, any items discovered through such searches or inspection may be taken into custody and may be turned over to the proper law enforcement authorities. All examinations, searches, and inspections will be performed with concern for each employee's personal privacy and confidentiality.

6. RECORDKEEPING

- 6.1. MAPP shall retain records for drug and alcohol testing and consent forms referencing this project for at the minimum duration of any project contract plus 2 years.

7. TRAINING

- 7.1. All employees must be trained and training verified before working on the following:
- 7.1.1. This drug, alcohol, and controlled substances policy
 - 7.1.2. The effect and consequences of controlled substance and alcohol use on personal health, safety, and work environment
 - 7.1.3. The consequences for failing to comply with company and client policies
- 7.2. Supervisors shall complete training in reference to reasonable suspicion training

XII. SUBCONTRACTOR MANAGEMENT

8. All MAPP Subcontractors will be evaluated through MAPP Subcontractor Prequalification Process.
 - a) The Preconstruction Department requires any current or potential subcontractor to begin the pre-qualification process through completion of the Vendor Qualification Form (VQF). The information captured in this form consists of safety, available workforce, insurance, financial history, bonding capacity and references. (See **Attachment D – MAPP Vendor Qualification Form & Single Project Limit Continuation Sheet**)
 - b) The information captured on the VQF provides the basis for completing a continuation sheet. The Continuation sheet is used to disqualify, or calculate a Single Project Limit for the subcontractor. Subcontracts valued higher than the vendor's single project limit cannot be awarded without prior approval from the Risk Management Committee.
 - c) The Project Manager (PM) will complete a Subcontractor Risk Evaluation (SRE) prior to inviting a subcontractor to bid on the CLIENT Project. Information required to complete the form is pulled from the VQF and the subcontractor's submitted HSE program. Once the SRE is approved by the appropriate personnel, the subcontractor will be invited to bid the project. (See **Attachment E –Subcontractor Risk Evaluation**)
 - d) If the subcontractor does not meet the low risk criteria established in the SRE Qualified Summary, the SRE risk mitigation steps must be met and subcontractor evaluated by the Risk Management Committee.
9. Subcontractors will be required to comply with the requirements of this PHSEP and all MAPP and CLIENT site HSE policies.
10. Subcontractors are required to provide for evaluation and substance abuse testing for their employees according to the requirements of the project Substance Abuse Policy and will be subject to audit by MAPP.
11. Subcontractors will be required to attend weekly a Subcontractor HSE Planning meeting to review project performance and to identify opportunities to improve the safety process.

XIII. DISCIPLINARY ACTION

1. Although it is not the intent of this plan to dictate discipline, all site personnel shall be covered by the MAPP Enforcement Policy including subcontractors. The project team should make every effort to work with subcontractors when safety and health violations are observed or reported. When an employee, subcontract employee, or group of employees is noted to be in violation of safety and health policies, this written enforcement program should be enacted. The enforcement of site safety policies is critical in ensuring uniform and safety of all workers on site. This policy will have 4 levels of enforcement. (See **Attachment F - Safety Policy Enforcement Form.**)

XIV. TRAINING REQUIREMENTS

1. Subcontractors shall provide MAPP, as part of the submitted SSSP, a copy of all task specific training verification badges/cards to be eligible to work on site.
2. All workers shall receive a site-specific orientation prior to performing any work on the project. The site-specific orientation is normally 20 minutes in duration and is provided by the MAPP Project Team when the subcontractor mobilizes on site. Once employees have completed the site-specific orientation they will sign the orientation attendance form and receive a hard hat decal to display on their hats for the duration of the project. The summary outline for the site specific safety orientation can be found in (**Attachment G – CLIENT/PROJECT Site Orientation Summary.**)
3. Each subcontractor should be able to demonstrate that their employees have received safety and health training relevant to their scope of work as defined by OSHA. Also, that skilled employees have received and are qualified to perform that work tasks they are assigned to. Employee skills assessment, training records and evidence of record retention must be maintained and made available for audit by the project team or client if requested.

4. In conjunction with the SSSP, each contractor shall submit a signed and completed Contractor Employee Compliance Letter which confirms: (See **Attachment H – Site Compliance Access Form**)
 - a) That all persons have reviewed, understand, and agree to comply with all requirements in this PHSEP and the Subcontractor Site Safety Plan (which includes the Substance Alcohol Policy).
 - b) That the contractor agrees that all company employees/representatives have been competently trained and will comply with all federal, state, local, and MAPP HSE policies; prior to beginning any work on the project.
 - c) Contractor also confirms that all craft personnel have been trained and certified for the work they will be performing; as applicable by regulations, policies, and industry standards.
 - d) The letter also verifies that a controlled substance screening has been completed prior to assignment for each employee.

XV. PERSONAL PROTECTIVE EQUIPMENT (PPE)

1. Subcontractors are required to utilize appropriate engineering and administrative controls to protect their employees from all recognizable hazards on this project. When implementation of these controls are not feasible, contractors shall issue appropriate personal protective equipment (PPE) for their employees.
2. Each subcontractor is required to furnish necessary PPE for their own employees to cover their subcontracted scope of work and assure that their employees are properly trained on each type of PPE used.
3. The following is the minimum PPE required while in construction work areas. Other PPE may be required due to task specific requirements and hazards. (such as welding, electrical activity, fall arrest systems, etc.)
 - a) Head Protection
 - (1) Approved hard hats include both plastic and fiberglass hats that meet ANSI Z89.1 standards for Type 1, or Type 2, and Class A or Class B shall be worn at all times while in construction areas. This includes by welders when using welding hoods.
 - (2) Metal hard hats (Class C) or bump caps are not approved head protection.
 - (3) Hard hats should not be painted, defaced, or reshaped in any way.
 - (4) No holes or penetrations shall be made in the shell of a hat.
 - (5) Personnel shall not remove the suspension straps or cut/alter them in any way
 - (6) All hard hats should be worn forward facing unless designed by the manufacturer to be worn alternatively.
 - (7) Electrical subcontract workers exposed to currents in excess of 2,000 volts shall be limited to Class B hard hats only.
 - (8) Employees are required to inspect head protection prior to use to ensure that the equipment is in safe condition.
 - b) Hi-Visibility vests or shirt shall be worn while in construction areas by all persons.
 - (1) The high-visibility article shall be worn as an outer garment;
 - (2) It must be worn to provide three hundred sixty degrees of visibility around the employee.
 - (3) Any worker that is performing duties in close proximity to moving vehicles or near roadways must wear high-visibility clothing that meets or exceeds ANSI 107-2010 specifications.
 - c) Hearing Protection
 - (1) When feasible engineering and administrative controls fail to reduce sound levels, and sound levels exist above the OSHA permissible exposure limits [85 dBA on a time weighted average]; approved hearing protection equipment must be worn by employees.
 - (2) Hearing protection shall be worn when noise exposure exceeds 85 dBA such as high noise producing tasks to include operating tools such as jackhammers, impact wrenches, etc. , or when working near tools or equipment that produce high noise.
 - (3) Hearing protection can be in the form of ear plugs (with the appropriate Noise Reduction Rating NRR), ear muffs, or the use of both.

- (4) Wearing double hearing protection (ear plugs and ear muffs simultaneously) can give 3 to 5 decibels more protection than wearing plugs alone.
 - (5) Employees must inspect their hearing protectors prior to use.
- d) Foot Protection
- (1) Sturdy leather work shoes or boots with defined heels shall be worn by all workers.
 - (2) Soft shoes such as tennis shoe type shoes are not acceptable for the job site and their use is prohibited.
 - (3) Safety hard-toe footwear (ANSI Z41.1, or equivalent) is strongly recommended for all personnel.
 - (4) Special-purpose (crush resistant, chemical resistant, puncture resistant, and di-electric) footwear shall be used to provide protection from such hazards.
 - (5) Personnel who perform tasks, which expose them to potential foot and/or leg injury hazards, e. g., work involving jackhammers, ground tampers, etc., shall wear additional foot and leg protection, such as metatarsal and shin guards.
 - (6) Personnel shall be required to inspect foot protection prior to use to ensure that equipment is in good/safe condition and is free of snags, rips, tears, and holes.
- e) Eye & Face Protection
- (1) Safety glasses with rigid side shields (ANSI Z87.1, or equivalent) shall be considered the minimum protection and worn at all times when in construction areas. This includes under welding hoods.
 - (2) Prescription eyewear worn on the jobsite must also be of approved ANSI Z87.1 lenses and side shields, or the individual shall wear equivalent designed eye protection over their prescription lenses.
 - (3) Goggles compliant with ANSI Z87.1, of the correct type for the work task, should not be worn over safety glasses, unless designed for, because the goggle-to-face seal will be diminished.
 - (4) A face shield which complies with ANSI Z-87.1 shall be worn to provide face protection to the employees from flying particles, splashes, or mist.
 - 1. It must be noted that a face shield provides only protection to the face and eyes from direct impact objects, and additional eye protection must be worn in conjunction with a face shield; such as safety glasses or safety goggles.
 - (5) A welding hood with a filtered lens shall be used to provide protection from injurious light radiations produced during electric arc welding.
 - (6) Approved safety glasses with side shields and hard hats shall be worn in conjunction with the welding hood to ensure protection from popping hot slag when the hood is raised and overhead work exposures.
 - (7) The use of darker tinted safety glasses indoors is prohibited.
 - (8) Employees are required to inspect eye and face protection prior to use to ensure the equipment is in safe condition.
- f) Hand Protection
- (1) Personnel will be required to have available at all times, and don appropriate work gloves when performing a work task unless the gloves create a greater hazard for the employee.
 - (2) Gloves, appropriate type for the hazard present, shall worn when hands are exposed to absorption of harmful substances, cuts and lacerations, abrasions, punctures, chemical burns, thermal burns, or harmful temperature extremes.
 - (3) There is no one glove that can provide protection against all potential hand hazards. It is important to select the most appropriate glove for a specific application and to determine how long it can be worn and whether it can be reused.
 - (4) Specific glove types should be identified in the pre work assessment and the daily task analysis.
 - (5) Employees are required to inspect hand protection prior to use to ensure the equipment is in safe condition.

- g) All persons exposed or potentially exposed to fall hazards shall comply with the MAPP Fall Protection Policy (**HSE39-001**). This policy states that anytime employees are working from an unprotected elevation of six feet or more, fall protection should be used. Working as stated above means while traveling, stationary, or at any time exposed to a fall from a surface not protected by approved handrails, guardrails or some other approved fall prevention system.
 - h) Other specialized PPE shall be worn when task specific hazards require such.
4. WORK ATTIRE
- a) Pants should fit properly and not have extreme bell bottoms, large cuffs, or excessively frayed bottoms.
 - b) Tank tops or sleeveless shirts are not allowed, four inch (4") sleeved shirts are required. Long sleeved shirts are required when performing task that requires more protection to the arm area such as grinding, burning, handling chemicals etc.
 - c) Neckties, gauntlet type gloves, and baggy, loose, or ragged clothing must not be worn around or when working with rotating or moving equipment.
 - d) The wearing of jewelry such as rings, watchbands, necklaces, earrings, or long scalp hair can cause or contribute to accidents, or interfere with prescribed PPE. Therefore, the wearer shall take the proper precautions. Loose, dangling jewelry will not be allowed. Site Management may require long hair to be tucked away or underneath the hard hat.
 - e) Any work clothing, which becomes heavily soiled, has visible accumulation of hydrocarbons or other flammable, combustible materials, or particulate matter must be changed.
 - f) Employees are required to inspect work attire prior to the start of a work task to ensure the attire is in safe condition.
 - g) Work Attire which is defective, in unsafe condition, or damaged shall not be worn and immediately replaced.

XVI. SAFETY INSPECTIONS AND AUDITS

1. All onsite MAPP team members will conduct daily field activity inspections, including TSA evaluations, to ensure HSE compliance; hazard correction and risk review, and adherence to site work policies. Documentation will be submitted and open action items tracked by the MAPP Project Coordinator.
2. The MAPP Site Superintendent will perform a Monthly Site HSE Audit to assure adequate protective equipment and systems are in place and maintained.
3. ALL open action items will be tracked to closure utilizing the Viewpoint – PM Issue Module. Open action items will be discussed at the weekly OAC and subcontractor HSE meetings.

XVII. EMERGENCY RESPONSE

1. All accidents are to be handled by the ranking person present, with whomever is available to assist. The ranking person shall direct someone to notify first-aid personnel, and to call for emergency services as necessary. The Site Superintendent is to be notified as soon as possible can be done without delaying assistance to the injured. He will then take over command of the incident and appropriate action. In accidents resulting in injury to personnel, individuals qualified to administer first aid will assist the injured, stabilize their condition, and will arrange for transportation to a medical treatment facility if further treatment is required.
2. Except when necessary to avoid further injury, or to prevent additional damage to the work, equipment will not be moved, or the position of items, parts, pieces, controls, etc. will not be changed until photographs have been made and notes taken by the MAPP Project Team or the person designated to document the investigation and report. As soon as the Site Superintendent can release the area from this constraint, subcontractors concerned will conduct a thorough clean up and make necessary repairs to return to a normal operation.

3. MAPP will prepare an Emergency Response Plan that addresses any building, area or citywide alarms or work site evacuations, and designate a “safe zone” for personnel accountability. This shall be reviewed with all on-site personnel during orientation. **(See Attachment I - Emergency Action Plan)**
4. All police, fire, ambulance, hospital, and appropriate management and MAPP emergency numbers shall be conspicuously posted throughout the project in common areas.
5. All companies represented on site will be required to provide a list of emergency numbers for all key on and off site personnel relevant for emergency notification. Subcontractors shall submit their emergency numbers as part of the SSSP. The list shall be kept current and be updated as necessary.
6. All project contractors shall provide trained first aid personnel for their work, with a minimum of one first aid trained provider up to and per 50 employees assigned to the project.
7. Severe Weather
 - a) The following procedures are intended to prepare the project site in the event of severe weather conditions. Since severe weather may be reasonably anticipated to occur during the duration of the project, yet possibly without significant advance warning, all work activities and job site conditions must be planned with a concern for emergency preparations.
 - b) Upon notification of a Severe Weather Watch or Warning by the U.S. Weather Bureau, the following actions are to be initiated.
 - (1) Each contractor having on-site generators, which are fuel-powered, are requested to notify the Site Superintendent of the numbers and wattage. Generators may be needed to provide temporary power for rescue or clean-up activities.
 - (2) All unnecessary tools, material, and equipment shall be removed from the project site. Particular attention needs to be given to picking up scrap materials and hauling or covering trash containers.
 - (3) Sufficient flashlights, batteries, and bulbs shall be provided to assigned emergency response personnel. A supply of fresh batteries shall be maintained at the project for use in an emergency response.
8. Environmental Spill
 - a) In the event of a spill of environmentally damaging materials, immediate response is required to prevent or minimize the impact this event will have upon the environment and the public welfare. All personnel shall continue to observe standard precautions for handling the materials as detailed in the manufacturer's product Safety Data Sheet (SDS), including the use of personal protective equipment. The following general procedures apply to the immediate response, which must be initiated:
 - (1) Immediately, all personnel in the immediate area of the release shall be alerted to the hazardous material and the nature of the immediate danger to themselves and the environment. As soon as possible, the Site Superintendent shall be notified and requested to initiate emergency containment and clean up procedures.
 - (2) The Local Fire Department shall be notified if necessary to mobilize their hazardous materials response units and shall be given the necessary information regarding the materials that were released.
 - (3) If safe to do so, every effort shall be made to contain the materials within berms, by absorbent materials, or through other appropriate means, until proper handling and disposal personnel may be mobilized at the site. Particular attention needs to be taken to avoid contamination of surface water, storm sewers, sanitary sewers, occupied spaces, plants and animals.
 - (4) All non-essential personnel shall be removed and/or kept back from the area.
 - (5) The Site Superintendent shall make a full investigation and file an Incident Report with the MAPP Corporate HSE Department within twenty-four (24) hours of the occurrence.
 - (6) If required, as soon as the environmental remediation contractor has cleared the site, the Site Superintendent will release the area for contractors concerned to clean up and make necessary repairs to return to a normal operation.

XVIII. INCIDENT REPORTING AND INVESTIGATION

1. All incidents, regardless of perceived severity, must be reported to the MAPP Site Superintendent or MAPP Project Team member after the occurrence and prior to seeking medical treatment unless in cases of life threatening injuries. This includes damage to property, construction equipment, and vehicle-related incidents. Priority items include care for the injured, establishing control over the accident scene, and notification of proper project personnel.
2. After priority items have been accomplished, the MAPP Site Superintendent or designated person shall obtain as much preliminary information as possible. Preliminary information should include who was involved, the nature and extent of the injury, what happened, where it happened, how it happened and the names of any witnesses. If practical, take photos of the scene as soon as possible before any conditions are altered.
3. All applicable documentation (Incident Report Form, Injured Employee Statement, etc. (See HSE24-001) will be completed and submitted to the MAPP HSE Department for classification of incident and further investigation, if necessary.
4. The following steps will be taken to report an injury requiring medical treatment:
 - a) Obtain and record all pertinent information such as: Employee name, social security number, address, age, type and extent of injury, what happened, where, and when it happened.
 - b) A controlling employer representative will be required to accompany all injured employee(s) to the designated medical facility. Controlling Employers shall certify any employee(s) involved in an incident tested negative for drugs or alcohol prior to allowing them to return to the project premises.
5. The MAPP Incident Investigation Form must be completed for all incidents, injuries, and work-related illnesses. A preliminary report shall be forwarded to the MAPP Corporate HSE Department, the Project Management Team, and Client HSE Representative within twenty-four hours of the occurrence.
6. After initial first repose duties are complete, the HSE Team will determine if further Root Cause Analysis is required based on severity of incident or clients request. The Root Cause Analysis Guidance shall be used for all incidents. **(RCA-GUI-001)** Corrective Actions resulting from formal Root Cause Analysis will be distributed to persons is and subcontractor involved. The Project Team will be responsible for stewardship of corrective actions on all levels of management.
7. "Near Miss Reports" will be prepared for each incident in which a condition exists or an act is carried out that had the potential for an injury or health exposure to take place. The difference between a near miss and an incident is often a fraction of a second or an inch. Each near miss will be documented on the Near Miss Report Form **(HSE24-005)** and submitted to the Project Team so they can be brought up in the weekly safety meetings for learning purposes.
8. A first aid kit will be available in the MAPP Construction office at all times for minor injuries. Each project subcontractor shall have sufficient medical supplies available at the job site to supply first aid service to their injured employees.

XIX. WORK AUTHORIZATION & PERMITS (when required)

1. **Authorization to Work** - No work will be conducted on site without a MAPP work authorization specific to the task that is to be performed that day. The Task Safety Analysis (TSA) shall serve as the daily work authorization for this project. All TSA's shall be developed and documented per the TSA Policy **(HSE25-001)** by each work crew prior to beginning any work task each morning. The MAPP Superintendent, or their designees, shall review and sign off on all TSA's to authorize the start of work. NOTE: NO WORK SHALL BEGIN UNTIL THE TSA HAS BEEN REVIEWED BY BOTH AUTHORIZING PARTIES. **(See Attachment J – Task Safety Analysis Form)**
2. **Confined Space Work Permit** - A Confined Space Work Permit shall be completed and authorized by the MAPP Superintendent, or their designee, for all areas and conditions identified as a permit required confined space. **(See Attachment L – Confined Space Permit)**
 - a) "Confined space" means a space that:
 - (1) Is large enough and so configured that an employee can bodily enter and perform assigned work; and

- (2) Has limited or restricted means for entry or exit (for example, tanks, vessels, silos, storage bins, hoppers, vaults, and pits are spaces that may have limited means of entry.)
 - (3) Is not designed for continuous employee occupancy
 - b) A permit required confined space is a confined space that has one or more of the following characteristics:
 - (1) Contains or has a potential to contain a hazardous atmosphere;
 - (2) Contains a material that has the potential for engulfing an entrant;
 - (3) Has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section;
 - (4) Contains any other recognized serious safety or health hazard.
 - c) The client shall furnish MAPP with a list of all known confined spaces and their evaluations that currently exist within the building prior to mobilization.
 - d) Before working in any confined space, a competent person will determine what hazards exist. Any operating system or equipment will be locked out and tagged to prevent accidental operation.
 - e) All confined spaces shall be considered "Permit Required" unless the subcontractor can prove otherwise. Refer to OSHA 29 CFR 1910.146 for further direction. All subcontractors shall comply with the requirements of the MAPP Confined Space policy. **(HSE09-001)**
 - f) All employees working in a confined space must have documented training submitted to MAPP Confined Space Entrant, Confined Space Supervisor, and Confined Space Attendant training as necessary for the task prior to performing any work. Verification of training and competency documentation shall be made provided to MAPP as part of the SSSP.
- 3. **Lockout/Tagout Permit**
 - a) MAPP employees do not perform work on energized electrical systems, and any subcontractor performing this type of work shall be required to submit for approval a Lockout/Tagout (LOTO) Program meeting or exceeding the MAPP LOTO policy. **(HSE28-001)**
 - b) The MAPP LOTO policy has been implemented to ensure that workers are not exposed to the hazards from moving machinery or equipment and those hazards posed by an energized source (pneumatic, steam, hydraulic, electrical, chemical, etc.). Any task that will involve the locking and/or tagging of sources shall submit a Lockout Tagout Permit to be authorized by the Site Superintendent. **(See Attachment M – Lockout Tagout Permit)**
 - c) Safety locks and tags will be applied to all circuits, switches, valves, isolating devices, and any other energy sources to ensure equipment, machinery, or processes that have been considered functioning, charged, or could otherwise be operable have been rendered non-operational or de-energized.
 - d) If device, valve, switch, control or piece of equipment is locked out, a danger tag shall be attached. Note: No device, valve, switch, control or piece of equipment shall be operated with a danger tag and/or lockout attached regardless of circumstances!
 - e) No person will remove another worker's safety lock or attempt to energize any piece of equipment, machinery or process that has been locked out and tagged.
- 4. **Energized Electrical Work Permit** - An Energized Electrical Work (EEW) Permit must be completed in addition to the daily TSA by any subcontractor performing work on energized equipment. The controlling subcontractor must have in place a program and planning tool that meets or exceeds the MAPP EEW policy. **(HSE12-002) (See Attachment N – Energized Electrical Work Permit)**
 - a) Any and all sound methods should be utilized to de-energize equipment prior to beginning of work if possible.
 - b) No work will be performed on any energized electrical circuit, bussbars, equipment, or panel unless an approved written work plan is developed in accordance with Chapter 1 of NFPA 70E and submitted to the Project Team for review prior to performance of work.
 - c) All EEW and applicable permits must be submitted at least 3 days prior to the work being performed.
 - d) Verification of training and competency documentation for all qualified electrical workers shall be made provided to MAPP as part of the SSSP.
- 5. **Excavation Permit** – ANY excavation (if required for this project) will require a Daily Excavation Permit for any operation that creates an excavation or trench. **(See Attachment O – Excavation Permit)**

- a) The permit must be completed and authorized by the MAPP Superintendent, or their designee.
- b) Excavations be inspected daily prior to use, or when changes occur by a designated competent person. Any subcontractor that should need to excavate material is required to have a competent person to perform the documented inspection and complete the work permit. Verification of competent person training and competency documentation shall be made provided to MAPP as part of the SSSP.

XX. FIRE PROTECTION & PREVENTION

1. Fire prevention is one of the most important concerns for construction in occupied buildings. Each subcontractor shall take all necessary precautions required to prevent fires as a result of their operations.
2. All subcontractors and project personnel shall comply with the fire prevention best practices.
3. The subcontractor will have the responsibility to identify what precautions are necessary and be responsible for those precautions will be documented on the permit issued.
4. All subcontractors shall supply and maintain sufficient fire protection equipment and personnel trained in the use of such equipment for their contracted scope of work.
5. Common area fire extinguishers will be placed in conspicuous areas throughout the work site so they are readily available to all employees.
6. All subcontractors are responsible to supply and maintain all necessary fire extinguishers and/or fire watches as required and for all hot work, cutting, or welding operations. Subcontractors may not rely upon the availability of MAPP's or the Clients firefighting equipment in meeting this requirement.
7. Portable heaters which are used in the work areas shall be approved units complete with controls and have all required safety devices in proper working condition.
8. All flammable and combustible materials, including gas cylinders and portable gas containers, shall be properly stored, piled, protected and handled with due regard to their fire characteristics and potential environmental hazards.
9. All flammable and combustible material shall be kept only in locations as directed by the Project Team.
10. All flammable liquids must be stored outside the existing building in an approved manner, and dispensed only into acceptable safety containers while the containers are electrically bonded.
11. Compressed gases shall be stored in isolated areas outside the building and be securely segregated by type of gas.
12. Combustible refuse and debris will be removed daily and legally disposed of offsite. The burning of refuse/debris of any kind is strictly prohibited. There will be no open fires at the job site.
13. Bulk storage of volatile liquids shall not be allowed within a building at any time.
14. The operation and maintenance of temporary heating equipment shall not create a fire hazard. The use of solid fuel salamanders is prohibited. Only smokeless fuels shall be used for heating purposes. Sufficient quantities of fresh air ventilation shall be maintained to assure the health and safety of all personnel.
15. No storage of liquid petroleum gas will be permitted within a finished building at any time. Storage of liquefied petroleum gas outside the building shall comply with all applicable rules and regulations of governing authorities. All liquefied petroleum gas containers shall be secured in the upright position and protected from external damage.
16. No matches or open flames will be permitted within 50 feet of the area where flammable liquids or gases are used, transferred or stored unless conditions warrant greater clearances.
17. Smoking is not permitted anywhere inside the One Shell Square Building. Smoking is only allowed in exterior designated smoking areas.
18. Each subcontractor will take the necessary precautions when welding or burning above walls to assure that full protection is maintained on both sides of the wall and that areas below are protected.

XXI. HAZARD COMMUNICATION

1. All subcontractors involved with this project are required to obtain information on any chemicals that are intended to be used onsite, take steps to reduce exposures, substitute less hazardous materials, and establish proper work practices. These efforts will help prevent the occurrence of work related illnesses and

- injuries caused by chemicals. Most chemicals/substances used in the workplace have some hazard potential, and thus will be covered by this requirement.
2. Written Program
 - a) Each subcontractor on site must have a written hazard communication program that addresses how information on hazardous chemicals will be provided to their exposed employees. A copy of which will be provided to MAPP as part of the prequalification process.
 - b) The written program must describe how the requirements for labels and other forms of warning, safety data sheets, and how employee information and training are going to be met.
 3. Identify Hazardous Chemicals/Substances
 - a) All contractors must prepare a list of hazardous chemicals/substances they plan to bring to the site and submit as part of their SSSP.
 4. Labels and Other Forms of Warning
 - a) All containers of hazardous chemicals must be labeled, tagged, or marked with the identity of the material and appropriate hazard warnings.
 5. Safety Data Sheets
 - a) Contractors must have and submit as part of their SSSP an SDS for each hazardous chemical that they use on site.
 - b) SDS's must be readily accessible to employees when they are in their work areas during their work shifts.
 - c) Employees shall not use any chemicals for which the contractor has not received an SDS. The SDS provides information needed to ensure proper protective measures are implemented prior to exposure.
 6. Employee Information and Training
 - a) Each employee who may be "exposed" to hazardous chemicals when working must be provided information and trained prior to initial assignment to work with a hazardous chemical, and whenever the hazard changes prior to arriving to the project site.
 - b) "Exposure" or "exposed" means "an employee is subjected to a hazardous chemical in the course of employment through any route of entry (inhalation, ingestion, skin contact or absorption, etc.) and includes potential (e.g., accidental or possible) exposure."
 - c) Every worker on this project shall receive instruction from their employer prior to being assigned to work on the physical and health hazards and procedures to protect against those hazards. Included in the procedures are engineering and administrative controls, personal protective equipment, and emergency instructions for accidental exposure, emergency evacuations, or spill containment of the hazardous chemical or substance.
 7. MAPP Hazard Communication Plan
 - a) The MAPP Hazard Communication Program is applicable to all subcontractors, vendors, and parties bringing hazardous chemicals onto the site. **(HSE19-001)**
 - b) This is a project specific Hazard Communication Plan ensuring that information on hazardous chemicals and substances is communicated to workers in accordance with OSHA 29 CFR 1926.59.
 - c) An inventory of known hazardous chemicals and substances used on this project has been established on the Master Chemical and Substance Inventory which is located and can be reviewed at: Project Site HSE Office.
 - d) A copy of the Safety Data Sheets (SDS) for known hazardous chemicals and substances used on this project are located and can be reviewed at: Project Site HSE Office.
 - e) If a copy of a SDS cannot be located, contact your Project Manager, Superintendent, Foreman, or MAPP Representative.
 - f) Subcontractor project management and first line supervision are responsible for obtaining SDS and ensuring they are received prior to, or at the time of delivery of, a hazardous chemical.
 - g) Hazardous chemicals will be properly labeled in accordance with the SDS. Containers that hazardous chemicals have been transferred into for use during a
 - h) All workers shall be trained, as part of the site orientation, on the MAPP Hazard Communication Program, the location of the Hazardous Chemical and Substance Inventory list, the location of the Safety Data Sheets, and labeling requirements.

- i) When new hazardous chemicals or substances are introduced into the work environment, workers will be informed of the physical and health hazards.

XXII. LADDERS

1. The purpose of this safety policy is to outline the proper use and care of portable ladders on site. Scaffold ladders are addressed in the scaffolding procedure.
2. Personnel using ladders will be responsible for inspecting them before use and reporting any defective ladders to their supervisor. These ladders will be taken out of service immediately and destroyed if repair is not feasible.
3. Subcontractors shall inspect ladders prior to assignment on the project and at least quarterly thereafter. The inspection will include the rungs, feet, lanyard (for extension ladders), side rails, and rivets.
 - a) Ladders with broken or missing steps, rungs or cleats, broken side rails or other faulty parts will not be used. A "DANGER, DO NOT USE" tag must be attached.
 - b) Ladders that have been inspected and safe to use will be identified using a quarterly color code inspection system.
 - c) All items shall be marked with current quarter colored electrical tape for the first quarter of the project. Subsequent quarters shall be marked as followed, and then repeated annually:

1. October – December	Orange
2. January – March	White
3. April – June	Green
4. July – September	Blue
4. All personnel shall face the ladder while ascending or descending.
5. All personnel shall have their hands free of material while climbing ladders. Hand-lines shall be used to raise or lower materials as needed.
6. Portable ladders shall be classified as:
 - a) Portable Ladders: can be either straight (fixed heights, not taller than 12 feet), or extension (two sections or more combined to reach maximum height).
 - b) Stepladders: folding type opening ladders that are self-supporting.
7. All portable ladders will be identified by contractor name, properly stored at their assigned location when not in use, and kept in good, clean condition.
8. All ladders shall be equipped with safety feet and both feet of the extension ladder and the feet of a stepladder shall rest on solid support and be at the same level.
9. Ladders shall not be placed in front of doors unless the door is locked, roped off, or guarded.
10. Tops of ordinary types of stepladders shall not be used as steps or work platforms. All ladders shall be of sufficient length so that work can be performed while at or below the third rung of the ladder from the top or as recommended by the ladder manufacturer (as labeled on ladder).
11. All portable ladders, other than stepladders, will be placed on the ground or other support so that the distance from the base of the ladder to a line dropped vertically from the top support is approximately one-fourth of the length of the ladder. Example: A 16 foot ladder shall be placed so that the bottom is four feet away from the wall.
12. All portable ladders shall be secured before starting a job. Another employee shall hold the bottom of the extension ladder while the ladder is being tied off or secured.
13. All ladders used for access to another level shall be of sufficient length so that the top is at least 3 feet above the upper landing.
14. Ladders shall rest on solid support and the feet shall be level. Boxes, barrels or other unstable bases will not be used to obtain additional height.
15. Makeshift ladders are PROHIBITED.
16. Stepladders (folding ladders) shall not be used as straight ladders. When using a stepladder, make sure the spreader braces are locked to prevent collapse.
17. Only one employee shall be on a ladder at a time, except in extreme emergency, or if designed by the manufacturer to be used in such a manner.

18. Rungs of ladders shall be kept free of grease and oil.
19. Do not lean to outside with a shoulder being more than 12 inches beyond the side rail while on a ladder.
20. When it is necessary to do work requiring the release of both hands from an extension ladder, fall protection shall be used. Fall protection shall be secured to a structure of adequate strength for the purpose. Do not secure to the ladder.
21. Tools shall not be used in a position that will transmit an extensive downward force to the ladder, causing rung or step failure.
22. Only when the user is standing on the ground, at the base of the extension ladder, shall adjustments to the ladder be made. Adjustments to extension ladders shall not be attempted while the ladder is occupied.
23. At the end of the workday, ladders shall be moved from the work areas so as not to create a tripping or bumping hazard. Return the ladders to proper storage areas.

XXIII. SITE MANAGEMENT

1. Subcontractors are required the affected subcontractor to provide proper flagmen, signs, barricades, lights, etc. for convenience and direction of public traffic around the building work areas. The necessary authorities will be notified and local regulations will be conformed to if it becomes essential for public traffic to be delayed or diverted in any way.
2. All subcontractors will ensure that the perimeter of the site and building is accessible for any type of emergency vehicle by disposing of waste materials and proper storage of materials.
3. Construction parking will be reviewed in the orientation of employees. MAPP will adhere to all local regulations in planning out proper parking areas and, if necessary, areas will be roped and barricaded.
4. The blocking of entrances and/or exits of the job site is prohibited. Vehicles found in violation will be towed at owner's expense.

XXIV. HOUSEKEEPING

1. All project contractors shall be responsible for maintaining a work site free of refuse and unwanted debris, and shall leave areas broom clean. Proper facilities will be made available to all employees to dispose of rubbish material from trailers, work areas, etc. There is absolutely "NO BURNING" of refuse at the site.
2. All work areas and finished areas will be maintained for proper work continuation and walkthroughs, if necessary. Daily cleaning of work areas will be mandated and random inspection confirmation of daily housekeeping.

XXV. ELECTRICAL SAFETY

1. Contractors shall ensure that electrical equipment is free from recognized hazards that are likely to cause death or serious physical harm to employees. Electrical equipment and installations used to provide electric power and light at the job site shall meet all OSHA and NEC regulations.
2. Examination, Installation and Use of Equipment.
3. Before installation or use, electrical equipment shall be examined to ensure that its operation shall not constitute safety hazard to employees. Such equipment shall be examined for the following characteristics:
 - a) Suitability for installation and use in conformity with the provisions of all applicable regulations. A listing, labeling, or certification may evidence suitability of equipment for an identified purpose for the identified purpose.
 - b) Mechanical strength and durability. For parts designed to enclose and protect other equipment, this includes the adequacy of the protection thus provided.
 - c) Electrical insulation.
 - d) Heating effects under conditions of use.
 - e) Arcing effects.
 - f) Classification by type, size, voltage, current capacity, and specific use.
 - g) Other factors that contribute to the practical safeguarding of employees who use or are likely to come in contact with the equipment.

4. Guarding
 - a) Live parts of electric equipment operating at 50 volts or more shall be guarded against accidental contact. Guarding of live parts shall be accomplished as follows:
 - (1) Location in a cabinet, room, vault, or similar enclosure accessible only to qualified persons.
 - (2) Use of permanent, substantial partitions or screens to exclude unqualified persons.
 - (3) Location on a suitable balcony, gallery, or platform elevated and arranged to exclude unqualified persons.
 - (4) Elevation of eight feet or more above the floor.
 - (5) Entrance to rooms and other guarded locations containing exposed live parts must be marked with conspicuous warning signs forbidding unqualified persons to enter.
 - (6) Electric installations that are over 600 volts and that are open to unqualified persons must be made with metal enclosed equipment or enclosed in a vault or area controlled by a lock. In addition, equipment must be marked with appropriate caution signs.
5. Grounding of Equipment Connected by Cord and Plug.
 - a) Exposed non-current carrying metal parts of cord and plug connected equipment that may become energized shall be protected in the following situations:
 - (1) In a hazardous location.
 - (2) When operated at over 150 volts to ground, except for guarded motors and metal frames of electrically heated appliances if the appliance frames are permanently and effectively insulated from ground.
 - (3) When one of the types of equipment listed below.
 1. Hand held motor operated tools.
 2. Cord and plug connected equipment used in damp or wet locations or by employees standing on the ground or on metal floors or working inside metal tanks or boilers.
 3. Portable and mobile X ray and associated equipment.
 4. Tools likely to be used in wet and/or conductive locations.
 5. Portable hand lamps.
6. Safety Related Work Practices
 - a) Protection of Employees
 - (1) Contractors shall not permit their employees to work near any part of an electric power circuit that the employees could contact in the course of work, unless such employees are protected against shock by de-energizing the circuit and grounding it or by guarding it effectively by insulation or other means.
 - (2) Where the exact location of underground electric power lines is known, employees using jack hammers or hand tools that may contact a line must be provided with insulated protective gloves.
 - (3) Even before work is begun, the contractor must determine by inquiry, observation, or instruments where any part of an exposed or concealed energized electric power circuit is located. This is necessary because a person, tool or machine could come into physical contact with the electric power circuit.
 - (4) Contractors shall advise their employees of the location of such lines, the hazards involved and protective measures to be taken as well as to post and maintain proper warning signs.
 - b) Passageways and Open Spaces
 - (1) Contractors shall provide barriers or other means of guarding to ensure that workspace for electrical equipment will not be used as a passageway during the time when energized parts of electrical equipment are exposed.
 - (2) Walkways and similar working spaces must be kept clear of electric cords.
 - c) Lockout and Tagging of Circuits
 - (1) Contractors shall place locks and tags on controls that are to be deactivated during the course of work on energized or de energized equipment or circuits.
 - (2) Equipment or circuits that are de energized shall be rendered inoperative and have locks and tags attached at all points where such equipment or circuits can be energized.
 - (3) MAPP LOTO policy. **(HSE28-001)**

7. Ground Fault Circuit Interrupters
 - a) Contractors shall use approved ground fault circuit interrupters for all 120 volt, single phase, 15 and 20 ampere receptacle outlets on construction sites, which are not a part of the permanent wiring of the building or structure, and which are in use by their employees.
 - b) Receptacles on the ends of extension cords are not part of the permanent wiring and, therefore, must be protected by GFCIs whether or not the extension cord is plugged into a permanent wiring.
 - c) These GFCI's monitor the current to the load for leakage to ground. When this leakage exceeds 5 mA \pm 1 mA, the GFCI interrupts the current. They are designed to trip quickly enough to prevent electrocution.
 - d) Subcontractors shall have in place approved program for testing GFCI's. All records shall be made available for inspection at any time.
 - e) This protection is required in addition to, not as a substitute for, the grounding requirements of OSHA safety and health rules and regulations as specified in 29 CFR 1926.
8. Tool and Equipment Inspection
 - a) Subcontractors shall perform a documented inspection of all power tools and temporary power cords prior to assignment on the project and at least quarterly thereafter.
 - b) Visual inspection of tools and equipment are required prior to each use and shall include:
 - (1) General condition
 - (2) Plugs and caps, and presence of ground prong
 - (3) Electrical cord sets
 - (4) External defects, and missing parts
 - (5) Defective tools shall be tagged with a "Danger, Do Not Use" tag, taken out of service and placed in a secured location until they are repaired or destroyed.
 - c) Tools and equipment that have been inspected and safe to use will be identified using a quarterly color code inspection system.
 - (1) All items shall be marked with orange electrical tape for the first quarter of the project. Subsequent quarters shall be marked as followed, and then repeated annually:

1. October – December	Orange
2. January – March	White
3. April – June	Green
4. July – September	Blue

XXVI. FALL PROTECTION

1. Fall protection equipment and temporary work platforms shall be inspected and erected by competent persons designated in the SSSP.
2. Engineered systems to alleviate fall potential shall be the preferred method. The safest means of worker access for overhead work (e.g., rolling scaffolds, mechanical lifts, platform ladders, etc.) shall be considered as alternatives to the use of portable ladders.
3. If ladders are used, then the top of all straight and extension ladders shall be tied to a substantial anchor point before use; a second worker must hold the ladder until the tie-off is secure. The top three steps on any step ladder shall not be used at any time. **(HSE39-001)**
4. These standards establish means to analyze elevated work tasks and determine appropriate personnel protection against fall hazards.
5. All contractors whose employees may be exposed to falls of greater than 6 feet must present an approved plan, that must be reviewed before work at elevated height could commence on site.
6. MAPP requires that each employee be protected from fall hazards, above 6 feet, by a guardrail system, safety net system, or personal fall arrest system. This includes:
 - a) Leading Edges – Each employee shall be protected by a fall protection system when constructing a leading edge 6 feet or more above a lower level.

- b) Hoist Area – Each employee in a hoist area shall be protected from falling 6 feet or more to a lower level.
- c) Holes – All holes on a walking/working surface shall be covered to protect from tripping and falling through. Those holes which expose a fall to a lower level 6 feet or more require a guardrail system.
- d) Guardrails, fencing, or barricades shall protect each employee at the edge of an excavation 6 feet or more in depth.

xxvii. SPECIAL REQUIREMENTS

1. Mobile Equipment Operator - Only authorized and qualified personnel may operate equipment or vehicles, including on public roads. Copies of operator certifications should be provided to the MAPP Project Team as part of the SSSP, or prior to the delivery or use of any mobile equipment on site.
2. Tools and Equipment – Only trained and authorized employees will operate tools and equipment. All tools and equipment shall be inspected prior to each use. Mobile equipment such as cranes, aerial lifts, welding machines, forklifts, etc., must be inspected and documented on a daily basis. **(See Attachment P - Equipment Inspection Checklist)**
3. No chemical waste, including paint, shall be disposed of in project dumpsters. All paint shall be removed from the site and disposed of according to the responsible subcontractor.
4. Communication/Radios – Supervisory personnel shall use cellular phones as their primary means of communication for this project. MAPP Project Team Members and Subcontractor foreman are the only employees authorized to have and use cell phones while on the project site inside the construction areas. All cell phone usage shall be done in a safe area while not working or walking. No cell phone can be used by anyone while operating tools or equipment.
5. Safety Observation Report (SOR) – All site personnel shall use SOR's on a continuous basis to identify, communicate, correct and document unsafe and safe behaviors and conditions. **(See Attachment Q - Safety Observation Report Form)**
 - a) The Safety Observation process will engage site personnel to identify potential workplace hazards and unsafe actions of workers as well as for identifying and documenting safe acts and safe workplace conditions. The SOR is a proactive process designed to identify, document, and change unsafe conditions and unsafe behaviors through supervisor and employee involvement.
 - b) Observations may be conducted by individuals or teams of workers. Observers will monitor work in progress for safe or unsafe acts and safe or unsafe conditions.
 - c) Observations can include any number of workers for any length of time or workplace conditions.
 - d) Open and constructive communication between the observer(s) and worker(s) is an important for the success of a SOR. Unsafe acts and unsafe conditions should be discussed and resolved on the spot, if possible. Safe work practices should likewise be identified and positively reinforced through compliment and praise.
 - e) If imminent danger situations are encountered, work must be immediately stopped and workers removed from the hazard, the hazard abated, and a thorough investigation conducted.
 - f) It is important that all deficiencies reported have documented corrective actions, the majority of which should be implemented at the time the observation is made. NOTE: Some corrective actions may require a period of time to resolve if, for instance, client involvement is required, equipment must be ordered, etc.; therefore, an open issue log will be kept to document the final close-out or completion of such actions.
 - g) The MAPP Site Safety Representative will gather and compile SOR data, generate reports, and develop trends to provide feedback to employees and the project team. These reports will help in the development of special emphasis programs designed to highlight positive behaviors and work practices and to address the specific types of deficiency trends.
 - h) **Supervisory personnel should complete at minimum two SORs per week, and craft personnel shall also complete two SORs per week.**

6. Any suggestion to improve the safety of the project can be submitted using the Safety Suggestion Form. All ideas will be reviewed by the MAPP Project Team and implemented if approved. (See Attachment R - Safety Suggestion Form)

XXVIII. MEDICAL CARE

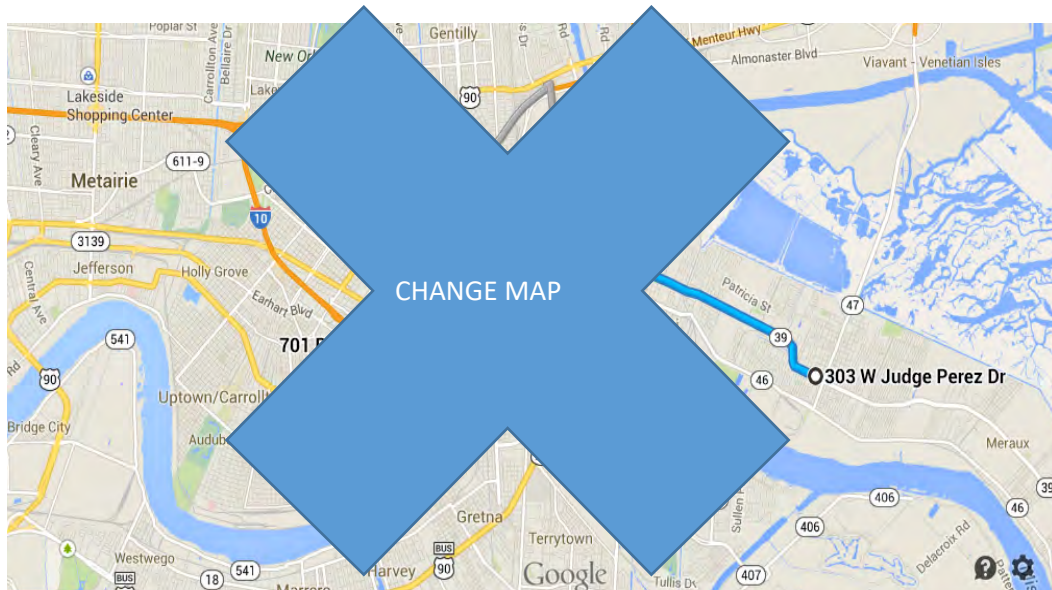
1. MAPP and its Subcontractors are responsible for providing /first aid to their employees. A first aid station will be established for minor first aid cases. Assistance will be given if necessary by trained personnel. All personnel involved in an incident requiring off site medical treatment will be treated using project designated medical facilities listed below.
2. Advanced medical response will be provided by calling 911, city ambulance providers, and the project designated emergency treatment hospital.

MAPP & Subcontractor Occupational Medical Provider

NAME	ADDRESS	PHONE NUMBERS
------	---------	---------------

Clinic:		
----------------	--	--

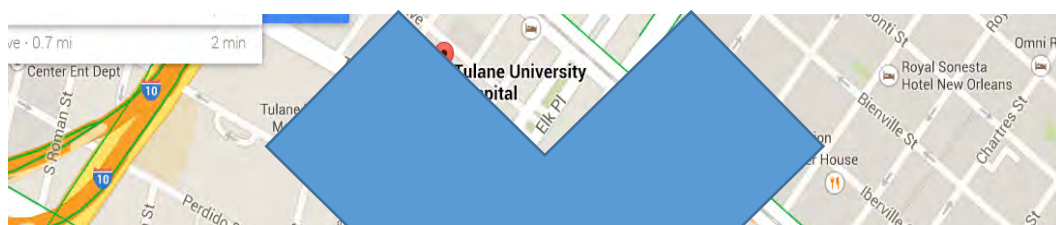
MAP 1 (Occupational Clinic)



MAPP & Subcontractor Emergency Medical Provider

Emergency/Hospital:	Address:	Phone:

MAP 2 (Emergency Clinic)



XXIX. KEY PERSONNEL

CLIENT		
XXXXXXXXXXXXXXXXXXXX	Project Director	
	Sr. Project Manager	
	Project Manager	

GENERAL CONTRACTOR		
MAPP Construction, LLC	Account Executive	
XXXXXXXXXX XXXXXXXXXX	Project Executive	
	Superintendent	
	Project Manager	
	Corporate Safety Director	
ARCHITECT		
XXXXXXXXXXXXXXXXXXXX		

XXX. APPROVAL

Project Superintendent Approval:		
	Name	Signature
Project Manager Approval:		
	Name	Signature

MAPP Corporate HSE Department Approval:		
	Name	Signature
CLIENT Representative Approval:		
	Name	Signature

XXXI. Appendix

Documents listed below are in a separate “Attachments” file attached hereto.

Attachment A - SSSP Guide

Attachment B – Site Safety Visitor Orientation Form

Attachment C –Drug and Alcohol Free Workplace Policy Compliance Agreement

Attachment D – MAPP Vendor Qualification Form & Single Project Limit Continuation Sheet

Attachment E –Subcontractor Risk Evaluation

Attachment F - Safety Policy Enforcement Form

Attachment G – CLIENT/PROJECT Site Orientation Summary

Attachment H – Site Compliance Access Form

Attachment I - Emergency Action Plan (See Site Superintendent)

Attachment J – Task Safety Analysis Form

Attachment L – Confined Space Permit

Attachment M – Lockout Tagout Permit

Attachment N – Energized Electrical Work Permit

Attachment O – Excavation Permit

Attachment P - Equipment Inspection Checklist

Attachment Q - Safety Observation Report Form

Attachment R - Safety Suggestion Form

MAPP Project Site HSE Plan Aid

Project Scope of Work	
Project Name:	
Project Number:	
Scope of Work and Major Task	
Job Location/Address:	
Project Start Date:	
Project Completion Date:	
Typical Work Schedule:	<i>M Tu W Th Fr Sa Su</i> <i>Hours:</i> <i>to</i>

[illegible]

KEY PROJECT HAZARDS & CONSIDERATIONS: (i.e. tilt wall panels with crane, wood frame fall protection, 10-16' excavations, etc)

MAPP Project Site HSE Plan Aid

--

MAPP Responsible Personnel			
Project Executive	Name:	Email:	PH:
Project Manager	Name:	Email:	PH:
Superintendent	Name:	Email:	PH:
Other:	Name:	Email:	PH:
Cooperate Safety Director	Name:	Email:	PH:
Client Responsible Personnel			
Project Manager	Name:	Email:	PH:
Architect	Name:	Email:	PH:
Other:	Name:	Email:	PH:
Other:	Name:	Email:	PH:

MAPP Project Site HSE Plan Aid

MAPP Construction, LLC HS Policy Checklist					
Applicable MAPP Health and Safety Policies	Yes/No	MHSEP Section	Applicable MAPP Health and Safety Policies	Yes/No	MHSEP Section
Emergency Action Plan	Yes	SEC 13	Safety Roles and Responsibility – STOP WORK	Yes	SEC 40
Safety Meetings	Yes	SEC 45	Bloodborne Pathogens	Yes	SEC 7
Subcontractor Management	Yes	SEC 50	Cooperate Safety Review	Yes	SEC 60
Housekeeping	Yes	SEC 22	Drugs and Alcohol	Yes	SEC 11
Defensive Driving	Yes	SEC 37	Severe Weather Plan	Yes	SEC 38
MAPP HSE Training	Yes	SEC 14	First Aid	Yes	SEC 16
Incident Investigation	Yes	SEC 24	Signs / Barricades	Yes	SEC 56
Task Safety Analysis	Yes	SEC 25	Behavior Based Safety / SOR	Yes	SEC 5
Safety Commitment Statement	Yes	SEC 1	Crisis Management Plan	Yes	SEC 47
MAPP HSE Policy	Yes	SEC 1	MAPP Principle Safety Rules	Yes	SEC 68

MAPP Project Site HSE Plan Aid

Will project activities involve any of the following?	Yes	No	MHSEP	Will project activities involve any of the following?	Yes	No	MHSEP
Elevated work over 6 feet from grade?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 39	Confined Space	<input type="checkbox"/>	<input type="checkbox"/>	SEC 9
Asbestos survey or abatement oversight?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 3	Trenching and Excavation	<input type="checkbox"/>	<input type="checkbox"/>	SEC 42
Concrete work , Concrete Cutting	<input type="checkbox"/>	<input type="checkbox"/>	SEC 8	Electrical , Temporary Electrical Supply	<input type="checkbox"/>	<input type="checkbox"/>	SEC 4 / 12
Demolition?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 52	Working Over Water?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 51
Use of Arial / Scissor Lifts?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 2	Use of Forklifts?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 17
Hazardous Materials (Chemical or Health Hazards)?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 19	Flammable or combustible materials used or stored which could constitute a	<input type="checkbox"/>	<input type="checkbox"/>	SEC 15
Heat Stress Potential?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 21	Use of portable, gas powered, electric, and/or powder actuated hand tools?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 18
Site Access need be monitored?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 41	Hot Work (Welding, grinding, metal cutting)?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 43
Abrasive Blasting	<input type="checkbox"/>	<input type="checkbox"/>	SEC 59	Welding, gas cutting of tempered metals containing hexavalent chromium	<input type="checkbox"/>	<input type="checkbox"/>	SEC 61
Ladder Use?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 26	Manual Lifting and / or material handling?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 46
Short Service Employees	<input type="checkbox"/>	<input type="checkbox"/>	SEC 35	Plan on having non-projects site related visitors?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 43
Scaffolding?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 33	Lead Exposures (lead paint removal, lead in dust, lead sweltering)	<input type="checkbox"/>	<input type="checkbox"/>	SEC 27
Benzene	<input type="checkbox"/>	<input type="checkbox"/>	SEC 6	Working with live electrical systems?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 12
Hydrogen Sulfide	<input type="checkbox"/>	<input type="checkbox"/>	SEC 23	Cranes & Hoist / Rigging	<input type="checkbox"/>	<input type="checkbox"/>	SEC 10 / 32

MAPP Project Site HSE Plan Aid

Will project activities involve any of the following?	Yes	No	MHSEP	Will project activities involve any of the following?	Yes	No	MHSEP
Subcontractor working on site has provided appropriate insurance information and has met MAPP safety requirements?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 50	High Noise Equipment (>80dBA)	<input type="checkbox"/>	<input type="checkbox"/>	SEC 20
Geological work location within an industrial process plant? (PSM)	<input type="checkbox"/>	<input type="checkbox"/>	SEC 30	Lock Out / Tag Out Servicing and maintenance of machines and equipment in which the energization or startup of the machines or equipment, or release of stored energy, could harm employees.	<input type="checkbox"/>	<input type="checkbox"/>	SEC 28
Concrete washout activities / Fueling of equipment?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 54	Potential to airborne particulates, gases, fumes or vapors?	<input type="checkbox"/>	<input type="checkbox"/>	SEC 31
Extensive working and driving hours	<input type="checkbox"/>	<input type="checkbox"/>	SEC 53				
Environmental							
Construction Waste Management Plan	<input type="checkbox"/>	<input type="checkbox"/>	Att.	Storm Water Pollution Prevention Plan (SWPPP)	<input type="checkbox"/>	<input type="checkbox"/>	Att.
Spill Prevention, Control and Countermeasures Plan (SPCC)	<input type="checkbox"/>	<input type="checkbox"/>	Att.				

MAPP Project Site HSE Plan Aid

Person drafting this Project HSE Plan Aid				
	Name	Signature	Title	Date

Subcontractor Site Safety Plan

Project:

Subcontractor Name:

Subcontractor Address:

Date:

A Corporate Safety Plan will not be accepted as a Subcontractor Site Safety Plan. Only the following documents or equivalent will be accepted.

Subcontractor Safety Submittals

Project Name:
Subcontractor Safety Manager or Contact:
Contact Phone #:
Email:

Prior to beginning work, each subcontractor shall submit to MAPP the following:

1. Complete the Subcontractor Site Safety Plan.	<input type="checkbox"/>
2. Name of designated on-site safety representative or professional and qualifications.	
<p>Supervisor 25 workers: Subcontractors shall designate one Foreman/Supervisor up to and for every twenty-five workers (including sub tier subcontractors) per location on the project. Each supervisor will be designated as an on-site safety representative that will be a competent worker who has at least OSHA 10hr training and who may have other onsite duties. Please provide training documentation.</p> <p>Name: Phone:</p>	<input type="checkbox"/>
<p>Dedicated Safety Representative >50 workers: Subcontractors that will have more than and for every fifty workers (including sub tier subcontractors) will provide a full time on-site safety professional per 50 workers upon mobilization or increase in work force. This person shall have no other responsibilities. Subcontractor shall provide resume of proposed safety professional to MAPP for review.</p> <p>Name: Phone:</p>	<input type="checkbox"/>
3. Name and training verification of designated competent persons as required by the scope of work. Please use the attached Competent Person Log.	<input type="checkbox"/>
4. Training verification of OSHA general awareness project required training and scope specific required training shall be provided. Verification shall include a signed Compliance Access Form by the subcontractor.	<input type="checkbox"/>
5. Name(s) and training verification of trained and qualified equipment operators as required by the scope of work. Please use the attached Qualified Person/Equipment and Operator Log.	<input type="checkbox"/>
6. Names(s) and training verification of on-site employees trained in first aid and CPR. Please attach training verification. A minimum of one person for every 50 assigned to the project must possess current acceptable first aid training and be on site during all working hours.	<input type="checkbox"/>
7. Emergency response and notification contact information. Please complete the attached Emergency Notification Contact List.	<input type="checkbox"/>
8. Project specific Master Chemical and Substance Inventory Sheet and Safety Data Sheets (SDS) for all hazardous chemicals and materials to be used or stored on the project. Please fill out and attached inventory sheet and include SDSs.	<input type="checkbox"/>
9. Describe the construction schedule, methodologies of subcontractor work tasks, including HSE risks, prevention, control measures, equipment, personnel, and lower tier subcontractors to be used during operations. Using the Pre Work Assessment (PWA) form is required.	<input type="checkbox"/>

3. Competent Person Log

Instructions: Please indicate your company's "Competent Person" for each section below.

OSHA defines a "competent person" as one who is capable of identifying existing & predictable hazards in the surroundings or working conditions which are unsanitary, hazardous or dangerous to employees and who has authorization to take prompt corrective measures to eliminate them.

Qualification Key
 Documented Training = T
 Valid Education = VE

Please attach all training and/or education documentation

Competent Person Category	Required by Scope	Name(s)	Qualifications	Remarks
General Safety:	<input type="checkbox"/>			
PPE:	<input type="checkbox"/>			
Material Handling & Storage:	<input type="checkbox"/>			
Welding and Cutting:	<input type="checkbox"/>			
Electrical:	<input type="checkbox"/>			
Scaffolds:	<input type="checkbox"/>			
Fall Protection:	<input type="checkbox"/>			
Cranes, Forklifts & Motorized Equipment:	<input type="checkbox"/>			
Excavations:	<input type="checkbox"/>			
Concrete Construction:	<input type="checkbox"/>			
Masonry:	<input type="checkbox"/>			
Steel Erection:	<input type="checkbox"/>			
Demolition:	<input type="checkbox"/>			
Blasting:	<input type="checkbox"/>			
Ladders:	<input type="checkbox"/>			
Asbestos:	<input type="checkbox"/>			
Confined Spaces:	<input type="checkbox"/>			
Other:	<input type="checkbox"/>			

4. Compliance Verification Form

MAPP

PROJECT (#_____)

EMPLOYEE COMPLIANCE LETTER

RE: Employee Compliance

(Printed contractor name)_____certifies that they have reviewed the Project HSE Plan (which includes Drug and Alcohol Policy) for the above reference MAPP project. The above named contractor agrees that all company employees / representatives have been competently trained and will comply with all federal, state, local, and MAPP safety regulations and policies; including the MAPP site specific plan prior to beginning any work on the project. Contractor also confirms that all craft personnel have been trained and certified for the work they will be performing; as applicable by regulations policies, and industry standards.

Contractor Representative Signature: _____

Printed Name: _____

Title: _____

Date: _____

5. Trained and Qualified Person/Equipment Operators Log

Instructions: Please indicate your company's Trained and Qualified Persons & Equipment Operators for each section below as per your scope.

Please attach all training records, Operators Cards or a list of employees qualified to operate equipment.

Qualified Operator Category	Required by Scope	Name(s)	Qualifications	Remarks
Aerial Lifts:	<input type="checkbox"/>			
Cranes:	<input type="checkbox"/>			
Forklifts:	<input type="checkbox"/>			
Powder Operated Tools:	<input type="checkbox"/>			
Rigger(s):	<input type="checkbox"/>			
Signal Person(s):	<input type="checkbox"/>			
Qualified Electrical Workers:	<input type="checkbox"/>			
Qualified Confined Space Entrant/ Supervisor/ Attendant:	<input type="checkbox"/>			
Other:	<input type="checkbox"/>			

7. Trained and Qualified Person/Equipment Operators Log

SUBCONTRACTOR EMERGENCY NUMBERS

Project #: _____

Project Name: _____

Project Address: _____

Subcontract Company:	
Foreman:	
Foreman Cell Phone:	
Foreman Email:	
Project Manager:	
PM Cell Phone:	
PM Email:	
Subcontractor Other:	
Subcontractor Other:	
Subcontractor Other:	

8. Master Chemical & Substance Inventory List

Date of Update:

[illegible]

9. Project Specific Environmental, Health and Safety Plan

Prior to mobilization, each subcontractor's project management and first-line supervision will develop and submit a written detailed project specific environmental, health and safety plan that will describe how they and their sub-tier subcontractors intend to implement and conform to the project PHSEP. It is imperative that the Project HSE Plan is reviewed to ensure relevant policies and procedures of the PHSEP are included. This plan shall not be handwritten.

The environmental, health and safety plan will:

1. Identify scope of work
2. Identify schedule activities (utilize the project's schedule of activities to assist with ensuring all activities are addressed)
3. Utilizing the following forms, complete a separate pre work hazard assessment (PWA) for each identified activity. The PWA shall be created using the following steps.
 - a. List steps of activity,
 - b. List the potential environmental, health and safety hazards associated with the steps of activity,
 - c. Identify hazard controls for each associated hazard
 - d. Identify equipment to be used, the equipment inspection requirements and equipment training requirements for the activity. The following shall be taken into consideration when development the pre work hazard assessment:

General

Documentation of company specific environmental health & safety orientation

Safety

Fall Protection Plan – Rescue, identify anchor points, fall clearance distances, equipment (6' shall only be use when safe fall clearance is present),

Electrical – LO/TO, GFCI use, working in energize lines, inspecting energize equipment, temporary lighting plan, NFPA 70E chapter 1,

Ladder use –with 10' of any interior/exterior opening is prohibited, working over 20' requires fall arrest system.

Scaffold - daily scaffold tagging, outriggers and guardrails are required at any height, no knots on suspended scaffolds, paper hanger scaffolding prohibited and

Mast Climber requires emergency decent device and erection/dismantling plan provided by the manufacturer

Crane – Written lift plans, critical lifts, 3rd party inspection and overhead power line identification.

Fire Protection – Flash arrestors required at torch head and at regulator & striker required no lighters

Environmental/Health

Fuel Storage – Dual Containment, Fire Extinguisher, self-closing dispensing nozzle, hazard labeling and fueling procedures

Hazardous Materials – SDSs provided to HSE Group.

Silica – Wet cutting, respiratory program Lead –

Lead backed drywall – written plan

Upon completion of the plan

Reviewed with all project personnel and submitted as part of the SSSP for review prior to mobilization.

Pre Work Hazard Assessment

Project Details:			
Project Number:	<div style="border-bottom: 1px solid red; height: 1.2em;"></div>	Project Name:	
Contractor Name:		Date Prepared:	
Plan Details:			
Work Task:		Trade(s) Involved:	
Task Steps:			
Equipment Necessary to Complete Work:		Tools Required for Work: (Hand/Power/Ladders/Scaffold, Etc.)	
Materials To Be Used: (Including Chemicals)		Applicable Policies/ Codes/Standards: (MAPP, OSHA, ANSI, ASTM, NFPA, Etc.)	
Certifications, Qualifications, And Skills Required To Complete The Work		Training Required to Complete Work	
Minimum Basic PPE: <input type="checkbox"/> Hard Hat <input type="checkbox"/> Safety Glasses <input type="checkbox"/> Steel Toe Leather Work Boots <input type="checkbox"/> Long Pants, Shirt with min. 4" sleeve <input type="checkbox"/> Work Gloves <input type="checkbox"/> Hi-Viz Vest/Shirt	Other: (list) <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 2px;"></div>	Quality Procedures:	

Work Task: _____

Item	Key Hazard(s) Associated With The Above Work Task	Risk Ranking (H/M/Md/L)	Position/Job Title Of Affected Person(s)	Control(s) <i>Control Hierarchy: 1. Eliminate 2. Engineer 3. Administrative/Training 4. PPE</i>	Residual Risk After Control(s)

Other Comments:

Targets:

Safety:	Quality:	Production:

Work Task: _____

Contractor Task Foreman Signature:		Contractor Task Foreman Signature:	
Contractor Project Manager Signature:		Contractor Project Manager Signature:	
Other:		Other:	

By signing below, I testify that I have reviewed and collectively discussed the information established in this Pre Work Assessment and agree to perform all work in accordance with its direction unless during the course of the task work instructions change or I find that it would be unsafe to do so.

Date Reviewed: _____

Review of PWA with Task Crew:			
Name: (print)	Signature:	Name: (print)	Signature:
Nombre del Empleado (Imprima)	Firma	Nombre del Empleado (Imprima)	Firma
1.		11.	
2.		12.	
3.		13.	
4.		14.	
5.		15.	
6.		16.	
7.		17.	
8.		18.	
9.		19.	
10.		20.	



Emergency Contact List

Project #: _____

Project Name: _____

Project Address: _____

Name: Position:	Office Phone:	Cell/Alternate Phone:	Email:
Superintendent			
Assistant Superintendent			
Project Manager			
McKinley Bailey		225.200-7264	mbailey@mappconstruction.com
MAPP Corporate HSE Director			
MAPP Other:			
		911	
Fire Department			
		911	
Police Department			
		911	
Local Hospital			
Local Occupational Clinic			
National Poison Control Center	800.222.1222	911	
State Of :			
Department of Environmental Quality			



Subcontractor Safety Agreement Sign-Off Sheet

Signing this agreement signifies you have been made aware and are willing to comply to MAPP Project HSE Plan requirements directly related to this individual project. At any time work is deemed unsafe you have the responsibility and right to “Stop Work” and render or mitigate those unsafe acts or conditions observed. All incidents and injuries shall be reported to the on-site MAPP Superintendent immediately.

[illegible]