



## M-1 General Safety Rules

**\*ANY ALTERATION OF THESE RULES CANNOT BE VERBALIZED BUT MUST BE PROVIDED IN WRITING BY THE SAFETY OFFICER OR SENIOR ADMINISTRATION.**

1. PPE: Please refer to posted requirements for each work site (FLHA & signage) and for the job/tasks being performed (HAA).
2. REPORTING ALL HAZARDS, ACCIDENTS & INCIDENTS: Report all injury, damage (big or small), accidents and near misses immediately to the site supervisor and complete all necessary paperwork
3. HOUSEKEEPING: All employees & trades are responsible for cleanup & disposal of their own construction debris. Each worker is required to ensure his area is kept neat, clean, and orderly as well as being helpful in cleaning up after others even though they might not have made the mess.
4. ALCOHOL, SMOKING & DRUGS on job site are forbidden. Those under the influence will be asked to leave the site. Workers who are taking prescription drugs which may or have the possibility to jeopardize the safety of themselves or fellow workers must inform their supervisor.
5. FIGHTING, GAMBLING & POSSESSION OF FIREARMS ARE FORBIDDEN.
6. WILLFUL DAMAGE, THEFT OR VANDALISM: to any equipment, (including firefighting, safety, first aid, etc.) will not be tolerated.
7. OPERATING EQUIPMENT AND MACHINERY: Only competent (proven, experienced, authorized, needing minimal supervision) personnel may operate company vehicles, equipment, and tools. If you are asked to do a job that you feel you are not trained enough or not at all say something.
8. DEFECTIVE/DAMAGED EQUIPMENT: Report all damaged tools & equipment to the site supervisor and tag such items "OUT OF SERVICE - DO NOT USE". Write down the problem/issue on the tag. Only those tools/equipment that are in good repair with appropriate guards and safety devices in place shall be used. NEVER render safety devices inoperable. These are deemed to be defective equipment if this is done and must be treated as such. If you are tired or fatigued notify your supervisor before operating equipment.
9. SAFETY GUARDS, BARRIERS, SIGNS, AND TAGS are there to protect you, do not remove or violate.
10. NO PASSENGERS on or in mobile equipment or raised loads unless a seat exists with lap belt

*\*Note: Any violations of these rules will be reviewed by management and appropriate disciplinary action will be enforced up to and including dismissal.*

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Paul Wolff, Senior Administrator, February 2015

Revised March 2015

