

CONSTRUCTION SAFETY PROGRAM

FOR

Golder Acoustics Inc.

TABLE OF CONTENTS

Topic..... Page

Safety and Health Policy2

Safety and Health Objectives3

Job Site Inspections.....4

Contractor Safety Administrator5

Personal Protective Equipment6

Safety Rules7

Job Safety Training..... 10

Safety Discipline 11

Emergency Procedures 12

CONTRACTOR SAFETY PROGRAM

SAFETY AND HEALTH POLICY

Golder Acoustics Inc. believes that **NO JOB OR NO TASK IS MORE IMPORTANT THAN WORKER HEALTH AND SAFETY.**

If a job represents a potential safety or health threat, every effort will be made to plan a safe way to do the task.

Every procedure must be a safe procedure. Shortcuts in safe procedures by either foremen or workers will not be tolerated.

If a worker observes any unprotected job, which may pose a potential threat to their health or safety, he or she must inform management and management must take adequate precautions.

IF A JOB CANNOT BE DONE SAFELY IT WILL NOT BE DONE.

OUR FUTURES ARE ONLY BUILT THROUGH OUR PEOPLE. WE AIM TO PROTECT THEM.

(Signed)

SAFETY AND HEALTH OBJECTIVES

Golder Acoustics Inc. plans to achieve worker safety and health through the following:

- A. Using a qualified safety person.
- B. Making regular job site safety inspections.
- C. Enforcing the use of safety equipment.
- D. Following safety procedures and rules.
- E. Providing on-going safety training.
- F. Enforcing safety rules and using appropriate discipline.

JOB SITE INSPECTIONS

The safety person or other designated person will tour each job site and observe potential safety/health hazards and develop a plan for safeguarding this company's workers which may include the following:

1. Removing the hazard.
2. Guarding against the hazard as required by OSHA.
3. Providing personal protective equipment and enforcing its use.
4. Training workers in safe work practices.
5. Coordinating protection of workers through other contractors.

A record of all safety inspections and correctional steps will be kept.

CONTRACTOR SAFETY PERSON

David A. Golder is the designated person to administer the safety and health program for this organization. The responsibilities for this position are as follows:

1. Being knowledgeable of potential job hazards.
2. Assuring compliance with OSHA construction safety and health standard requirements.
3. Making regular safety inspections.
4. Establishing safety procedures.
5. Correlating regular safety training with lead persons.
6. Maintaining safety records.

PERSONAL PROTECTIVE EQUIPMENT

1. Head protection will be worn on job sites when there are potentials of falling objects, hair entanglement, burning, or electrical hazards.
2. Eye protection will be worn when there are potentials of hazards from flying objects or particles, chemicals, arcing, glare, or dust.
3. Protective footwear shall be worn to protect from falling objects, chemicals, or stepping on sharp objects. Athletic or canvas-type shoes shall not be worn.
4. Protective gloves or clothing shall be worn when required to protect against a hazard.
5. Harnesses and lanyards shall be utilized for fall protection as required in OSHA Construction Safety Standards.

SAFETY RULES

ALL OF OUR SAFETY RULES MUST BE OBEYED. FAILURE TO DO SO WILL RESULT IN STRICT DISCIPLINARY ACTION BEING TAKEN.

1. Keep your mind on your work at all times. No horseplay on the job. Injury or termination or both can be the result.
2. Personal safety equipment must be worn as prescribed for each job, such as: safety glasses for eye protection, hard hats at all times within the confines of the construction area where there is a potential for falling materials or tools, gloves when handling materials, and safety shoes are necessary for protection against foot injuries.
3. Precautions are necessary to prevent slipping and falling.
4. If any part of your body should come in contact with an caustic substance, rush to the nearest water available and flush the affected part. Secure medical aid immediately.
5. Watch where you are walking. Don't run.
6. The use of illegal drugs or alcohol or being under the influence of the same on the project shall be cause for termination. Inform your supervisor if taking strong prescription drugs that warn against driving or using machinery.
7. Do not distract the attention of fellow workers. Do not engage in any act which would endanger another employee.
8. Sanitation facilities have been or will be provided for your use. Defacing or damaging these facilities is forbidden.
9. A good job is a clean job, and a clean job is the start of a safe job. So keep your working area free from rubbish and debris.
10. Do not use a compressor to blow dust or dirt from your clothes, hair, or hands.
11. Never work aloft if you are afraid to do so, if you are subject to dizzy spells, or if you are apt to be nervous or sick.
12. Never move an injured person unless it is absolutely necessary. Further injury may result. Keep the injured as comfortable as possible and utilize job site first-aid equipment until an ambulance arrives.

13. Know where firefighting equipment is located and be trained on how to use it.
14. Lift correctly - with legs, not the back. If the load is too heavy GET HELP. Stay fit. Control your weight. Do stretching exercises. Approximately twenty percent of all construction related injuries result from lifting materials.
15. Nobody but operator shall be allowed to ride on equipment unless proper seating is provided.
16. Do not use power tools and equipment until you have been properly instructed in the safe work methods and become authorized to use them.
17. Be sure that all guards are in place. Do not remove, displace, damage, or destroy any safety device or safeguard furnished or provided for use on the job, nor interfere with the use thereof.
18. Do not enter an area which has been barricaded.
19. If you must work around power shovels, trucks, and dozers, make sure operators can always see you. Barricades are required for cranes.
20. Never oil, lubricate, or fuel equipment while it is running or in motion.
21. Before servicing, repairing, or adjusting any powered tool or piece of equipment, disconnect it, lock out the source of power, and tag it out.
22. Barricade danger areas. Guard rails or perimeter cables may be required.
23. Trenches over five feet deep must be shored or sloped as required. Keep out of trenches or cuts that have not been properly shored or sloped. Excavated or other material shall not be stored nearer than two feet from the edge of the excavation. Excavations less than 5 ft may also require cave in protection in some instances.
24. Use the "four and one" rule when using a ladder. One foot of base for every four feet of height.
25. Portable ladders in use shall be equipped with safety feet unless ladder is tied, blocked or otherwise secured. Step ladders shall not be used as a straight ladder.
26. Ladders must extend three feet above landing on roof for proper use.
27. Defective ladders must be properly tagged and removed from service.
28. Keep ladder bases free of debris, hoses, wires, materials, etc.

29. Build scaffolds according to manufacturers' recommendations and OSHA Construction Safety Standard Part 12 - Scaffolding.
30. Scaffold planks shall be properly lapped, cleated or otherwise secured to prevent shifting.
31. Use only extension cords of the three-prong type. Use ground fault circuit interrupters at all times and when using tools in wet atmosphere (e.g. outdoors) or with any temporary power supply. Check the electrical grounding system daily.
32. The use of harnesses with safety lines when working from unprotected high places is mandatory. Always keep your line as tight as possible.
33. Never throw anything "overboard." Someone passing below may be seriously injured.
34. Open fires are prohibited.
35. Know what emergency procedures have been established for your job site. (location of emergency phone, first aid kit, stretcher location, fire extinguisher locations, evacuation plan, etc.)

JOB SAFETY TRAINING

- A. After inspecting a job site, the safety person or other designated person will identify and evaluate all potential hazards for:
 - 1. Injury Severity potential.
 - 2. Probability of an accident.

- B. This person will also appraise the skill and knowledge level of exposed workers.

- C. Appropriate Training will be given.
 - 1. Hazards will be pointed out.
 - 2. Necessary precautions will be explained.
 - 3. The higher the hazard the more detailed will be the training.

- D. Records will be maintained for all training sessions with descriptions of topics covered and names of workers trained.

SAFETY DISCIPLINE

A. Three-Step System

First violation: Written warning; copies to employee and employee's file.

Second violation: Written warning; suspension for 1/2 or full day without pay.

Third violation: Written report for file and immediate termination.

B. Four-Step System

First violation: Oral warning; notation for personnel file.

Second violation: Written warning; copy for file or Personnel Office.

Third violation: Written warning; one day suspension without pay.

Fourth violation: Written warning and one-week suspension, or termination if warranted.

C. A record will be maintained of all discipline.

EMERGENCY PROCEDURES

In case of an emergency on site the following procedures should be instituted at each site:

1. Method of communication should be determined at each site, telephone, radio, etc.
2. Emergency telephone numbers should be posted:
 - a. Police
 - b. Fire
 - c. Medical Response Team
3. Post near communication station the address of your site.
4. Post names of first aid responders on site.
5. Designate person to direct emergency crews to site of emergency.
6. Instruction to each employee if known harmful conditions are present regarding all of the following:
 - a. The potential hazards.
 - b. How to avoid injury.
 - c. Applicable first aid procedures to be used in the event of injury.