

Code of Safe Practices (General Safety Rules)

Welcome to Facility Builders & Erectors Inc Safety Program. The following general safety rules, FB&E Code of Safe Practices, which shall be observed on the job sites all times and includes anyone who works or visits FB&E work areas. These rules are based on the Cal-OSHA regulations and you and your company shall abide by, as well as any additional safety requirements of the projects.

General Rules:

1. Hard Hats Must be worn at all times.
2. Suitable clothing for construction will be worn on this project. NO shorts. NO tennis shoes. NO sleeveless shirts will be worn at any time.
3. Proper leather hard-soled boots, hard hats and appropriate safety equipment will be worn at all the times, this includes high visibility safety apparel (vest class 1 or higher) as required by the conditions of the job
4. All construction personal must wear safety glasses when performing any operation creating potential eye hazards. You may be required to wear safety glasses at all times when entering the construction area.
5. Only Company Vehicles shall be allowed in construction areas. All other vehicles must use the employee parking area designated on the construction site plan.
6. Permission must be obtained from the construction superintendent to take or drive any vehicle into the construction area.
7. First right of way is to be given to heavy equipment, then tractors, then trucks and cars and small utility vehicles.
8. When entering different project work areas, find out what safety precautions are required. **Stay Alert!**
9. Wear safety belts at all times in the vehicles. **Buckle Up.**
10. No one shall ride in a vehicle or mobile equipment unless you are in a seat. Exceptions: scissor and boom lift. Riding in the back of pickup trucks is not allowed. Using a bucket or forklift to move or lift personnel will be subject to instant removal from site.
11. All vehicles (i.e. crane's, forklifts), with rear vision obstructions are required to have operating back alarms.
12. Extension ladders must reach at least three feet above the landing for safe access. Ladder must be lashed off and resting on a stable surface, angle of ladder shall be 4:1.
13. Face the ladder when climbing and use both hands. Do not utilize a ladder to carry building supplies.
14. **Ladders should be used only for what they were design for.** "A" frame ladder is intended to be used as self-standing ladder and not to lean against a wall. Note the maximum load capacity and working height of the "A" frame ladder is written on the side of ladder, Fact: improper use of ladder is one of the ten most cited OSHA violations.
15. Report any unsafe conditions to the supervisor.
16. Do not look at welding or cutting operations without wearing proper protection.
17. There will be no "**Horseplay**" or "**Rough-housing**" on this project.
18. Obey all posted safety signs. **Stay Alert!**
19. Default speed for vehicles on construction areas is **10 MPH** outside the building, and **5 MPH** inside the building at all times. Alternated speed limits are to be clearly posted.
20. All equipment will be stored in down position with Ignition keys removed from the engine, as a tag out lock out procedure for this project.
21. All equipment shall be equipped with a fire extinguisher.
22. Fire extinguishers must be available when doing hot work. Some hot work will require fire watch; example is working out of a scissor or boom lift; Check with the FB&E superintendent for directions.
23. All equipment working on the building floor slab must not leave tire marks Preventive measures may include non-marking tires or tire wraps. Leaking equipment shall be diapered at all times.
24. Equipment maintenance must be done as required. Verify this requirement with the FB&E superintendent.
25. Any person working in an aerial lift must be tied off at all times with a full body harness and lanyard restraint at all times to tie points on the lift.
26. Aerial lifts, forklifts, backhoes, skip loaders, bobcats or equivalents must be operated by certified trained personnel only, copy of the certification card must be provided to the superintendent prior to the use of the equipment.
27. Do not use scaffold unless it is equipped with top and middle handrail. **Never climb on rails** to gain greater height.
28. A fall protection system is required when your feet reached 6 feet above floor elevation.
29. All personnel that are to wear a full body harness must be trained on the proper use of it; proof of this requirement is needed in FBE books.
30. A Site Specific Fall Protection Plan Is required when leading edge work needs to be performed.
31. Do not use electrical power tool, equipment or extension cords unless they are equipped with ground fault protection. Ground Fault Circuit Interrupter (GFCI) is required for all power use. All prongs in the extension cords must be intact no individual wires showing on the cord. (Unplug tools using the prong not the cord).
32. Extension cords should be one piece (no splices, or loose ends of Individual wires showing anywhere or at the base of the plug male or female.)

33. Minimum gauge for extension cords are :

• AMPS	25'	50'	75'	100'	150'	200'
• 0 - 5.0	16	16	16	14	12	12
• 5.1 - 8.0	16	16	14	12	12	--
• 8.1 - 12.0	14	14	12	10	--	--
• 12.1 - 15	12	12	10	10	--	--
• 15.1 - 20	10	10	10	--	--	--

- *If distance of work exceeds the table use generator or check with superintendent for a spider box closer to the work area.*
34. Do not access any electrical panel unless you are the electrician of the job and have the authorization to do so. Complying with the Lock out Tag out procedures.
 35. All chemical materials to be used must have MSDS sheets readily available at the job site.
 36. No worker shall be required or knowingly be permitted to **work in an unsafe place** unless for correcting the hazard and then only after all safety precautions have being satisfied. Immediately report all unsafe conditions and practices to your supervisor and/or safety coordinator.
 37. Do not remove any barriers from hazardous locations or bypass devises from tools or equipment. Immediately report all deficiencies to your supervisor or FB&E Superintendent.
 38. All material stored/staged on the floor slab must be on dunnage or some means to protect the floor.
 39. Clean up and housekeeping is a part of your job. FB&E projects will be kept clean and orderly at all times. The work area must be cleaned at the end of each shift.
 40. Must have an appropriated first aid kit available at all times.
 41. If you do not know how to use a tool, get training immediately.
 42. Flag off/barricade areas to keep workers from exposure to dangerous conditions
 43. Use portable toilets.
 44. Graffiti in the toilets will not be tolerated. Anyone found doing so will be subject to permanent removal from the job site.
 45. No smoking Policy is required in the project premises, there are smoking areas specified by the superintendent.
 46. Sexual Harassment policy is enforced on our projects, No discourteous comments to client's employees and/or vendors; some places have implemented the 3-second rule: "you can only see a female employee for 3 seconds then you have to turn your sight other way". Be courteous to client's employees at all times.
 47. Immediately report all injuries to your supervisor and safety coordinator. Ali accidents must be documented within 24 hrs of the accident.
 48. Do not go on the Roofs or Scaffolds unless you have completed the proper orientation and have received the proper sticker for your hard hat.
 49. Use of intoxicating beverages or drugs before or during working hours will result In REMOVAL FROM THE JOB. **"Zero tolerance is our policy"** Possession of such **beverages or drugs are not permitted anywhere on the job site at any time.**
 50. All applicable trades working on site are required to comply with FB&E's Written Silica Exposure Control Program. If you subcontract any part of your scope of work, your subcontractor's must also comply with FB&E's required Written Silica Exposure Control Program (See attached program)
 51. In addition each sub-contractor must submit their Silica Exposure Control Plan to Facility Builders & Erectors upon award of contract for review and approval.

Work safely at all times, when you are in doubt about a condition that seems unsafe STOP! Then check with your supervisor, FB&E superintendent or safety officer before proceeding.

I hereby attest by my signature that I have read and understand this basic Facility Builders & Erectors safety rules and that I will abide by them.

Signature

Date

Company

Deliberate and/or willful violation of any of these Minimum Safety Rules will result in immediate disciplinary action up to and including removal from the worksite, suspension and/or termination.