

**Volume**

**1**

# SUBSURFACE CONSTRUCTORS, INC.

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## Safety and Health Policy

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## General Safety Policy

The Company is fully aware that a definite program of Safety and Accident Prevention is essential to the successful completion of all construction work, for economic reasons as well as humanitarian considerations.

While it may be difficult to completely prevent disabling injuries, due to the inherently hazardous nature of our work, this will not be accepted as a reason for omitting to do all that can be done to eliminate or reduce the waste and suffering that accidents cause. We seek zero (0) injuries as our corporate Safety Goal.

The health, welfare and safety of Subsurface Constructors, Inc. employees are prime objectives for all projects. Therefore, the following rules do not cover all hazards employees will be faced with in the course of their work. Specific hazards will require special attention. Employees shall work as carefully as possible at all times. Any employee found to be in violation of said Safety policy will be subject to disciplinary action.

1. Report any unsafe conditions to your supervisor.
2. Obey all safety and warning signs.
3. A general condition of good housekeeping must be maintained at all times.
4. Hard hats, safety harnesses, goggles, hearing protection, and other types of personal protection equipment determined by the work being done must be worn and maintained in good condition.
5. All injuries, no matter how minor, must be reported immediately to your supervisor. They will direct you for proper treatment.
6. Riding a crane or any other type of hoisting equipment not approved as a man hoist is prohibited. Hoisting cables and slings must be inspected daily before work starts.
7. Ladders must be properly constructed and kept in good repair. Damaged ladders are to be tagged and repaired or destroyed. Ladders must extend 3' above upper landing and be secured at the top and provided with safety shoes if necessary.
8. Materials must be stored in designated areas. Storage areas must be neat. Nails shall be bent over or removed.
9. Controlled substances or firearms of any kind are not to be brought onto the job. Fighting, horseplay, practical jokes, or stealing will not be tolerated. Anyone found under the influence of any controlled substance or under the influence of alcohol will be terminated. Violation of rules will result in immediate discharge.
10. Compressed gas cylinders must be upright, secured, and capped when not in use. Acetylene and oxygen cylinders should also be separated 20' when stored.
11. Hand tools must be kept in good condition.
12. Equipment must be shut off when being lubricated, refueled, or adjusted.
13. Scaffolding boards and runaways must be cleared.
14. All excavations must be properly dug, shored, and barricaded. The competent person must inspect daily. Water accumulation must be controlled.
15. All electrical power tools and cords must have the third wire positive ground. Double insulated tools must be so marked. Temporary electric must have GFCI protection.
16. Lock out/tag out procedures must be used before working on any piece of equipment, which is energized.
17. Be alert for fires and know the emergency fire signal. Have portable fire extinguishers available.
18. Willful violation of these practices will lead to disciplinary action and/or dismissal.
19. All live electrical panels should be properly covered and marked.

20. Back up alarms on equipment must be kept operative.
21. Barricade the rear swing area of drill rigs.
22. Do not walk under hoisted loads.
23. No employee is to enter any pier or excavation hole without authorization from the supervisor who will complete the pre-entry checklist for pier holes.
24. Vertical re-inforcing rods must be protected to prevent impalement when working above them.
25. Fall protection must be worn when climbing equipment more than 6' above grade, and when descending into a pier hole.
26. Gasoline must be stored in a metal fire safety can.
27. Machine guards over rotating, turning, or moving parts cannot be off when the machine is operating.
28. Maintain minimum of 15' clearance to overhead electric from equipment.
29. Ensure underground utilities are located before digging.
30. Secure air hose connections with safety wires.
31. Personnel climbing up or down from flat bed trailers should use steps at cab of tractor. Do not jump from trailer to ground.
32. Foremen and superintendents are held responsible for reporting unsafe behavior or safety policy violations to the office if they can not be immediately corrected on site.

## Safety Project Compliance

The Subsurface Constructors Staff shall be responsible for overall enforcement of the safety program on the Project. The project Staff shall:

1. Supervise compliance with the Project Safety Program by all employees.
2. Issue an Employee Accident Prevention Manual (EAPM) to all new Subsurface Constructors employees. Have new employees fill out the emergency notification card and the personal protective equipment card in the back of the EAPM. Place this information in the employee file.
3. Conduct Project Safety “Tool Box” meetings with all on site Subsurface Constructors employees on a weekly basis. (See Tool Box Talk Manual).
4. Insure that all necessary personal protective gear and project safety materials be available as needed.
5. Record and forward copies of all safety related meetings, inspections, correspondence, directives, citations, etc. to the office.
6. Supervise compliance with requirements on inspection reports by the Subsurface Constructors insurance company.
7. Conduct Project Safety Inspections not less than once a week.
8. Investigate every accident and determine that corrective measures have been taken.
9. Indoctrinate all employees prior to starting work. This briefing shall consist of construction safety rules, wearing of personal protective equipment, repair or replacement of said equipment, emergency procedures, parking, etc. Any unusual conditions or construction methods should be reviewed with all concerned parties prior to the start of the operations.
10. Complete an approved OSHA Safety and Red Cross First Aid Course.
11. Post all required OSHA documents.
12. Insure protection of the general public by minimizing hazards immediately outside the limits of construction; i.e., barricading sidewalks, cleaning streets, posting warning signs, etc.
13. Maintain adequate First Aid supplies on the project.
14. Post a list of emergency telephone numbers and information regarding doctors, hospitals, ambulance services, police authorities, and fire departments.
15. Insure that hard hats are worn at all times.
16. Insure that protective glasses, goggles, safety harnesses, lifelines, etc. are used as needed.
17. Any and all safety related questions should be directed to the office.
18. Evaluate each job and initiate any site specific safety procedures needed to control hazards to employees or the public that are unusual or normally not encountered.
19. Plan your work to avoid unsafe situations from occurring.
20. Tag and take defective tools and equipment out of service.

## **Enforcement**

With the exception of drug and alcohol offenses, which are cause for immediate dismissal, the following policy shall be put in place:

1. A verbal warning shall be given for a violation of any safety rule. A letter may be issued with a copy placed in the personnel file.
2. A second incident will result in a lay off for up to one week. A letter may be issued with a copy placed in the personnel file
3. A third violation will result in termination of employment from Subsurface Constructors, Inc.
4. At the company's direction, an accumulation of more than three (3) letters for different violations may also be cause for lay off or dismissal.

# 4

## OSHA

One of the increasingly important functions of the Project Staff is implementation of OSHA requirements. An OSHA Officer may wish to visit the Project at any time. Legally, the Project Staff may require the Compliance Officer to produce a search warrant to inspect the construction site for violations. HOWEVER, THIS IS NOT SUBSURFACE POLICY! Generally, a Compliance Officer will be less likely to “nit-pick” if they have the cooperation of the Project Staff. The Safety Director shall be consulted at the start of the Project to determine the policy toward OSHA inspections for a particular area. Should an OSHA Inspector appear for an inspection, the following procedures should be followed:

1. Welcome the inspector, verify credentials, and determine then if the inspection is a result of a complaint or just a general inspection.
2. Contact the office for instructions.
3. Accompany the inspector on the inspection of the job site. Be sure to take notes during the inspection. Be cooperative with the inspector at all times. Take photos and request copies of photos and/or videos taken by OSHA.
4. As soon as possible, relay the initial findings to the Safety Director.
5. Correct immediately what you can.
6. Do not volunteer information not requested.
7. Ask if any citations may possibly be issued; if yes, ask for specific ways to abate them.

# ASSURED GROUNDING CONDUCTOR PROGRAM (AGP)

The following program is for the implementation of an Assured Grounding Conductor Program (AGP). The intent of this program is to comply with OSHA Regulation 1926, 400. This program is to be implemented on all projects with 15 and 20-ampere outlets on single phase circuits. The program will be conducted by the Project Manager or a representative so named by the Project Manager. The program will cover all extension cords, receptacles not part of the permanent structure, and all equipment connected to the above mentioned supply outlets. The following steps should be taken to insure a successful program:

1. Maintain a copy of this program on the job site.
2. Visually inspect all cords, receptacles, and equipment each day before first use for damage.
3. Remove any defective or damaged equipment, cords, or receptacles and complete an Equipment Failure Report.
4. Tag and return defective equipment, cords, etc. to the yard for repair and certification.
5. Equipment, cords, and receptacles shall be tested:
  - ◆ Before being sent to a job site.
  - ◆ After any repairs are made.
  - ◆ After any incident which might have caused damage.
  - ◆ At least every 90 days.
6. All electrical equipment will be used in conjunction with a ground fault circuit interpreter (GFCI). Either a portable GFCI or permanently mounted GFCI is required with out exception.

## **Weekly Safety Tool Box Meeting**

One of the cornerstones of the safety program is the requirement for weekly jobsite safety meetings, or weekly “Tool Box” talks. These talks should be given with all Subsurface Constructors employees in attendance. The talks are to be given once a week. It is required that foremen give the talk. The talk should be relevant to the phase of construction that the project is in currently.

Topics and discussion ideas may be obtained from one of several sources. Both the Associated General Contractors and our insurance carrier have issued a series of tool box talks that are very useful. These materials will be provided to foremen each week upon request.

Once a topic has been selected and the meeting scheduled, a record of the meeting must be prepared. The Weekly Job Site Safety Meeting Report should be completed with one copy retained on site, and another copy forwarded to the Safety Director for review. All employees present should sign an attendance list, which is to be kept with the Job Site Safety Meeting Report.

Performance of toolbox talks and completion of the related forms is required by OSHA and will be closely monitored by the Safety Director.

Any questions regarding this subject should be referred to the Safety Director.

## **Weekly Job Site Safety Meeting Report**

Job Number

Job Title

---

Job Location \_\_\_\_\_

Date: \_\_\_\_\_

Time: *(from)* \_\_\_\_\_

*(to)* \_\_\_\_\_

Subject: \_\_\_\_\_

Reference Material Used: \_\_\_\_\_

Crafts present: \_\_\_\_\_

*(carpenters, cement masons, iron workers, operating engineers, laborers, etc.)*

Meeting location: \_\_\_\_\_

Total number present: \_\_\_\_\_

Instructor or meeting leader: \_\_\_\_\_

a) Leader has completed OSHA 10 hr. certified training course. Yes \_\_\_\_\_ No \_\_\_\_\_

b) Leader job title or function is as follows: \_\_\_\_\_

Safety and health suggestions and comments offered by employees:

\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that a job site safety meeting was conducted as described above.

Signed \_\_\_\_\_

Print Name \_\_\_\_\_

Title/Job Function \_\_\_\_\_

(Note: OSHA Safety and Health Regulations for Construction, paragraphs 1926.20 and 1926.21 require, in part, that employers establish accident prevention programs as well as instruct employees in the recognition and avoidance of unsafe conditions. Since OSHA compliance officers will look for evidence that employers have provided training for employees, the above Report can be used to document and record your employee training efforts. Be sure to have all employees attending the meeting sign an attendance sheet.)

ADDITIONAL REMARKS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Accident Reporting/Investigation

### Accident Reporting:

Employees shall report all injuries immediately to their supervisor. All accidents must be reported to Subsurface Constructors. The supervisor shall investigate all accidents as soon as possible thereafter to determine the cause and to take the needed corrective action to prevent the reoccurrence of a similar accident. Employees should be encouraged to report all unsafe conditions. Any corrective measures taken shall be reported and filed on site and with the Safety Director.

The following accident forms are to be filled out for each accident:

1. Workman's Compensation Form or "Report of Injury" (use the form for which State in which you are working). See Section 13 Workman's Compensation Claims. (Completed by Safety Administrative Assistant.)
2. OSHA Form 200 - Note: Instructions for completing the OSHA Forms is included in the OSHA Site Packet. (Completed by Safety Administrative Assistant.)
3. Auto Accident Form (Completed by Safety Administrative Assistant.)
4. General Liability Accident Form (Completed by Safety Administrative Assistant.)

### Accident Investigation:

This is a serious matter since lawsuits are increasingly resulting from job site accidents. Therefore, it is important that each accident be properly reported and properly investigated immediately. The following will help you insure that each accident is correctly reported and investigated.

#### Reporting Requirements for Accidents:

1. Contact Safety Director.

#### Investigation of Accidents Should Include:

1. All pertinent facts relating to the accident such as:
  - a) Name of injured party.
  - b) Date and time injury occurred.
  - c) Where injury occurred, how did it occur?
  - d) Weather conditions.
  - e) Type of work being performed.
  - f) Eye witness/es.
  - g) Describe the injury if possible.
  - h) Cause of accident.
  - i) Was the injured party using the required safety equipment to perform the task.
  - j) Any steps that can be taken to prevent similar accidents.

The prevention of accidents is a primary function of each employee. However, should an accident occur, it is critical that an investigation be conducted. The Safety Director will gladly assist anyone in conduction of an accident investigation. The form, which will be used to report and investigate an accident, will be the Accident Report and Investigation Form booklet supplied by our insurance carrier.

## **Weekly Drill Rig or Crane Inspection Checklist**

OSHA requires that a regular inspection of all cranes be made. This checklist is to be used as a guide, additional items may need to be checked depending upon individual job requirements. Operators should informally inspect equipment each day at start of shift.

The form is simple to use. During the inspection process, the inspector should check off each item. Should an item need maintenance or repair, the condition corrected line should be checked when completed. Any major repairs should be commented on in the section provided at the end of the checklist.

The inspection of all cranes should be conducted on a weekly basis; while the crane, sheaves, rigging hardware, etc., should be done on an annual basis, in a more comprehensive inspection.

# Weekly Inspection of Drill Rig or Crane

JOB NUMBER:

JOB NAME:

INSPECTION DATE:

CRANE I.D. NUMBER:

The following items should be checked on a 1-5 day basis to determine if any defects are present which could effect the safe operation of the crane.

	<u>service</u>	<u>maint</u>	<u>repair</u>	<u>date</u> <u>corrected</u>
1. Inspect all wire ropes, sheaves, drums, rigging hardware, etc. for stress.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Check for freedom of rotation of all swivels.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. Visually inspect boom for straightness and any evidence of fatigue. <i>Examples are cracking or flaking of paint that will often precede failure.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Ensure that the machine is clean and free from tackle grease and oil on all walking surfaces.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. Check to see if all moving parts are guarded.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. Check to see that the counter-weight is secured.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
7. Check all bracing and shoring for adequacy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
8. Check all gear boxes for oil leakage and for bolt tightness.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
9. Visually inspect machine deck for fluid leaks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
10. Inspect and test all brakes and clutches for proper adjustment and operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
11. Check that all brake and clutch linings are free of oil.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
12. Check drum for proper spooling of hoist rope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
13. Check machinery for charged fire extinguisher.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
14. Record inspection and any required maintenance in the Crane Log Book.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Comments:

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Inspected By:

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Date:

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## **Multi Employer Citation Policy**

OSHA implements a citation policy, which allows for more than one employer on a job to be cited for OSHA regulation violations. The policy applies to all multi-employer sites and states OSHA “will ordinarily issue citations on multi-employer work sites to the employer, who is primarily responsible for the health and safety of its employees, if employees of more than one employer are exposed to a hazard”.

The key to avoiding a citation under this policy is to prove:

1. That we did not create the hazard.
2. That we have not had knowledge of the existence of the hazard.
3. That we notified the creating employer to correct the hazard when we become aware of it.
4. That we were able to rectify the hazard or had the authority or ability to rectify the hazard.
5. That we have instructed our employees on alternative safety procedures to protect or minimize the hazard.

OSHA is in the process of moving from its long-standing employer/employee relations to one that is based on contractual responsibility. Meaning that the controlling contractor will have the ultimate responsibility in monitoring job site safety.

## **Confined Space Entry Safety Program**

### **1.0 PURPOSE**

Drilled pier excavation is considered a confined space. The major potential dangers are: oxygen deficiency or toxic concentrations of gas or vapors. There is also a possibility that flammable concentrations of gases could accumulate in a drilled pier hole. A temporary casing will be used in every pier that will be entered by employees or inspectors, preventing collapse of the walls. There are also the physical hazards inherent with a construction site and the proximity of large construction equipment.

The safety of the drilling site is the responsibility of all Subsurface Constructors' employees. This health and safety plan is intended to protect personnel entering the drilled piers and is not applicable to the personnel of the General Contractor or any other subcontractors. Subsurface Constructors, Inc. personnel shall comply with the applicable provisions of Subsurface Constructors' Confined Space Entry Program while on site.

### **2.0 RESPONSIBILITY AND AUTHORITY**

#### **2.1 EMPLOYEES**

Because of the number of drilled piers to be constructed and the amount of concurrent construction activity, each employee must take primary responsibility for their own safety. Each employee shall be knowledgeable about all of the requirements of this plan and the intended purpose behind each of the requirements. Each employee shall be aware of the preparation of the drilled pier hole for entry and shall verify the pre-entry inspection. Any employee entering a hole shall complete and sign the Pre-Entry Checklist for each drilled pier before entering the hole. If it is determined that it is not safe to enter a drilled pier hole for whatever reason, the employee is to inform Subsurface Constructors' foreman. The foreman will attempt to correct the problem. If the problem cannot be corrected, then the Subsurface Constructors' foreman is to contact Subsurface Constructors' Safety Officer.

#### **2.2 SUBSURFACE CONSTRUCTORS, INC. ON SITE RESPONSIBILITY**

With regard to this plan, Subsurface Constructors, Inc. is to:

- 1.** Install temporary casing to support the walls of the drilled pier hole.
- 2.** Provide and operate a hoist; complying with the requirements of this plan, to raise and lower personnel.
- 3.** Provide an operator for the hoist who will be at the controls of the hoist while personnel are in the hole.
- 4.** Provide an "attendant" on the safety line who will be at the top of the temporary casing while personnel are in the hole.
- 5.** Remove any ground water that may accumulate in the hole.
- 6.** Ventilate the drilled pier hole if needed.
- 7.** Provide a competent person to test and verify the safety of confined spaces.
- 8.** Provide safety equipment for monitoring air quality and for personal protection.

#### **2.3 SITE FOREMAN**

Subsurface Constructors, Inc. will have a designated Site Foreman on site any time that piers are being drilled. The Site Foreman shall be a person who by reason of training, education and experience is knowledgeable in pier operations and is competent to judge the hazards involved. The site foreman has the authority to correct hazards and to stop work if necessary.

##### **2.3.1 INSPECT AND CALIBRATE EQUIPMENT**

The site foreman shall inspect the safety equipment and air monitoring equipment at the start of each day. They shall calibrate the air monitoring equipment each day as required by the manufacturer's instructions.

### **2.3.2 TRAINING**

All personnel who enter confined spaces shall:

1. Read and sign this Health and Safety Plan the first day that the employee works on site. The signature pages shall be transmitted to the Safety Officer with the Daily Field Report.
2. Observe the entire inspection procedure performed by an experienced employee; that is, one who is already qualified under this plan.
3. Be approved by the Safety Director as competent to verify piers' safety for entry.

### **2.3.3. REVIEW OF PRE-ENTRY CHECKLISTS**

The site foreman shall compile all of the Drilled Pier Logs with the Pre-Entry Inspection Checklist at the end of each day to be transmitted with the Daily Field Report. They shall review the checklists for completeness and accuracy. The Site Foreman shall discuss any deficiencies with the responsible person, and note any recurring problems on the checklist.

### **2.3.4 PERIODIC SURVEILLANCE**

The Site Foreman or Safety Officer shall observe or conduct each pre-entry inspection at least once a week to ensure compliance with this Plan. They shall also sign the Pre-entry Checklist to signify that they observed the pre-entry inspection.

## **3.0 HEALTH AND SAFETY REQUIREMENTS**

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### **3.1 SAFETY EQUIPMENT**

#### **3.1.1 AIR MONITORING DEVICES**

Air monitoring devices shall include a combustible gas and oxygen (CGI/O<sub>2</sub>) meter and a photoionization detector (PID) to detect and quantify organic vapors or gases. The device(s) shall be capable of recording the peak readings during a time interval, such that the device(s) may be lowered into the drilled pier hole from the surface to obtain the necessary reading. These devices will be equipped with audible and/or visual alarms.

#### **3.1.2 HARNESS**

All personnel shall use an approved safety harness, full with 5-point support, designed to suspend a person upright. The harness is to be attached to the hoist cable and safety line by a hook with a safety latch that prevents accidental unhooking but allows quick release of the harness.

#### **3.1.3 HARDHATS, BOOTS, CLOTHING**

All personnel shall wear an approved hardhat, suitable workboots, heavy work gloves and clothing appropriate for a construction site. All personnel shall wear approved goggles or similar eye protection while being lowered into the hole and raised from the hole. Hearing protection is required if there is a noise exposure.

#### **3.1.4 SAFETY LINE**

An approved rope shall be attached to the harness as a safety line in addition to the hoisting cable. The safety line shall be capable of removing personnel from the hole with the person unconscious.

#### **3.1.5 HOIST**

Hoists may be powered or hand operated and must be worm-gear or powered both ways. The hoist must be designed so that when power is stopped the load cannot move. Controls for powered hoists must be the "deadman" type with non-locking switch or control. A device for shutting off the power shall be installed ahead of the operating control. Each hoist must be tested with twice the maximum load within the last year. The hoist cable must have a diameter of 5/16 inches or greater.

### **3.2 PRE-ENTRY INSPECTION AND CHECKLIST**

The attached Pre-Entry Checklist shall be completed prior to entry for each pier and signed by the person who is going to enter the drilled pier hole. The Pre-Entry Checklist includes the following items.

#### **3.2.1 CASING**

A temporary steel casing is to be installed in each drilled pier hole to be entered. The casing must be supported at the surface or by the drill rig, and must extend from the top of rock to above the ground surface to prevent surface materials from falling into the hole. The casing should not extend more than 3 feet above ground surface.

#### **3.2.2 DEWATERING**

If water accumulates in the drilled pier hole before entering, the hole is to be pumped as dry as possible. If the flow cannot be reduced, then the Site Supervisor and Project Engineer should be notified.

### **3.2.3 TESTING OF ATMOSPHERE**

The atmosphere in the drilled pier hole shall be tested by lowering the air monitoring device(s) to a height of 5 feet above the bottom of the hole and raising it to the surface. The results shall be recorded on the Pre-Entry Checklist.

Personnel shall not enter the hole if any of the following conditions are present:

- 1.** Oxygen concentration is less than 19.5 percent;
- 2.** Flammability (CGI reading) is more than 10 percent; or
- 3.** Concentration of organics is more than 10 ppm.

If the initial tests indicate an unacceptable atmosphere, the hole shall be ventilated until the test results are acceptable.

### **3.3 ENTRY PROCEDURE**

After the Pre-Entry Checklist has been completed and it is determined that it is safe to enter the hole, the employee will be lowered into the hole by the hoist. An “attendant” shall have the person in view continuously while the person is in the hole (including being raised or lowered). The attendant shall also hold the safety line continuously, as a means of communicating with the person.

# Pre-Entry Checklist

Job Number \_\_\_\_\_

Date \_\_\_\_\_

Job Name \_\_\_\_\_

- CASING: Properly installed and supported at the ground surface or by a cable.  
Record the diameter, total length and depth of the casing on the Drilled Pier Log.

- TESTING OF ATMOSPHERE:  
Atmosphere was tested.

	Initial Peak Reading	Final Peak Reading	Acceptable Range
OXYGEN	_____ %	_____ %	19.5% TO 22%
FLAMMABILITY	_____ %	_____ %	LESS THAN 10%
H <sub>2</sub> S	_____ ppm	_____ ppm	LESS THAN 10 ppm

- WATER LEVEL: Initial depth \_\_\_\_\_ inches  
Change in Depth \_\_\_\_\_ inches/min.

- HARNESS CHECKED
- SAFETY LINE CHECKED AND ATTACHED TO HARNESS
- HARDHAT, SAFETY GLASSES, GLOVES, HEARING PROTECTION

Competent Person \_\_\_\_\_

Employee Entering Hole \_\_\_\_\_

# Inspection of Drilled Piers

## COMPLIANCE AGEEMENT

I, \_\_\_\_\_, have read this Confined Space Entry Plan and hereby agree to abide by its provisions and to aid the Foreman in its implementation. I understand that it is in my best interest to see that operations are conducted in the safest manner possible; therefore, I will be alert to health and safety conditions pertaining to work in and around drilled piers at all times.

## SUBSURFACE CONSTRUCTORS, INC.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

## Hazard Communication Written Program

This program has been prepared to comply with the requirements of the Federal OSHA standard 1926.59 and to insure that information necessary for the safe use, handling and storage of hazardous chemicals is provided and made available to employees. This program includes guidelines on identification of chemical hazards and the preparation and proper use of container labels, placards and other types of warning devices.

### **A. Chemical Inventory**

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1. Subsurface Constructors, Inc. maintains an inventory of chemicals in use on the worksite. A chemical inventory list is available from the Safety Officer.
2. Hazardous chemicals brought onto the worksite by Subsurface Constructors, Inc. will be included on the hazardous chemical inventory list.

### **B. Container Labeling**

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1. All chemicals on site will be stored in their original or approved containers with a proper label attached, except small quantities for immediate use. Any container not properly labeled should be given to the Safety Officer for labeling or proper disposal.
2. Workers may dispense chemicals from original containers only in small quantities intended for immediate use. Any chemical left after work is completed must be returned to the original container or to the Safety Officer for proper handling.
3. No unmarked containers of any size are to be left in the work area unattended.
4. Subsurface Constructors, Inc. will rely on manufacturer applied labels whenever possible, and will ensure that these labels are maintained. Containers that are not labeled or on which the manufacturer's label has been removed will be relabeled.
5. Subsurface Constructors, Inc. will ensure that each container is labeled with the identity of the hazardous chemical contained and any appropriate hazard warnings.

### **C. Material Safety Data Sheets (MSDS)**

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1. Employees working with a Hazardous Chemical may request a copy of the material safety data sheet (MSDS). Requests for MSDS's should be made to the Safety Officer.
2. MSDS are available and standard chemical reference may also be available on site to provide reference to chemical safety information.
3. An emergency procedure to gain access to MSDS's information will be established.

### **D. Employee Training**

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Employees will be trained to work safely with hazardous chemicals upon employment. Employee training will include:

1. Methods that may be used to detect a release of a hazardous chemical(s) in the workplace.
2. Physical and health hazards associated with chemicals.
3. Protective measures to be taken.
4. Safe work practices, emergency responses and use of personal protective equipment.
5. Information on the Hazardous Communication Standard including
  - Labeling and warning systems, and
  - An explanation of Material Safety Data Sheets.

### **E. Personal Protective Equipment (PPE)**

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Required PPE is available from the Safety Officer. Any employee found in violation of PPE requirements may be subject to disciplinary actions up to and including discharge.

**F. Emergency Response**

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1. Any incident of over exposure or spill of a hazardous chemical/substance must be reported to the Safety Officer at once.
2. The foreman or the immediate supervisor will be responsible for insuring that proper emergency response actions are taken in leak/spill situations.

**G. Hazards of Non-Routine Tasks**

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1. Supervisors will inform employees of any special tasks that may arise which would involve possible exposure to hazardous chemicals.
2. Review of safe work procedures and use of required PPE will be conducted prior to the start of such tasks. Where necessary, areas will be posted to indicate the nature of the hazard involved.

**H. Informing Other Employees**

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1. Other on site employers are required to adhere to the provisions of the Hazard Communication Standard.
2. Information on hazardous chemicals known to be present will be exchanged with other employers. Employers will be responsible for providing necessary information to their employees.
3. Other on site employers will be provided with a copy of Subsurface Constructors, Inc.'s Hazard Communication Program.

**I. Posting**

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Subsurface Constructors, Inc. has posted information for employees at this job site on the Hazardous Communication Standard. This information can be found at the jobsite trailer.