



Frankoski Construction Co., Inc.

Safety Plan

It is Frankoski Construction's policy to take all appropriate measures necessary to prevent injuries during company operations. Our success in achieving this goal depends on you. Your concern for your own personal safety and the safety of your fellow employees is essential. Frankoski Construction's policy is to provide safe conditions on all job sites.

If you are working on our job sites you can expect:

- Mandatory safety orientation for all construction personnel working on the job.
- Weekly safety meetings.
- Weekly toolbox meetings with tradespeople.
- Immediate correction of unsafe or hazardous site conditions.
- Dismissal of people who fail to participate as members of a safe construction team. We may think and act safe, but if our neighbor does not, he can get us both in trouble.

Principals of the Program

- No smoking, alcohol or drugs at anytime.
- OSHA safety regulations will be adhered to.
- Sensible and safe work clothing/ shoes must be worn. NO shorts, cutoffs, sleeveless shirts, sneakers or running shoes will be allowed.
- Mandatory Personal Protective Equipment.
- No Food/ No Radios.
- Clean up.

General Safety Rules

- Personal protective equipment must be worn as prescribed for each job and inspected daily.
- Report all unsafe practices or conditions to your foreman/ Frankoski Construction immediately.
- All injuries, no matter how slight must be reported to your foreman/ Frankoski Construction immediately. Furthermore, near miss incidents must be reported so that actions can be taken to prevent future similar occurrences.
- Horseplay is prohibited.
- Never use compressed air or other gases for blowing off or cleaning clothes or body.
- Practice cleanliness and orderliness. They are the first principals of safety.
- Fighting on the job is prohibited including verbal abuse or harassment towards co-workers or client personnel. Violators of this rule will be terminated.
- Possession or use of intoxicants on the job is prohibited, and employees reporting for work in unfit condition will not be allowed to work.
- Each employee must be adequately clothed. Minimum clothing for upper body is a "T" shirt. No sleeveless shirts.
- Use only designated entrances and exits.
- Warning signs and tags are for the protection of you and your co-workers. Heed them.
- When working around excavators, cranes, trucks or dozers, be sure the operator can always see you. Make eye contact before walking behind or into a blind spot of machinery.
- Never remove warning or danger tags or locks on any apparatus, valves or switches unless you have been instructed to do so, and then only by the persons that attached them. To do otherwise may cost a life.
- Never work aloft if you are afraid to do so. If you are subject to dizzy spells, or if you are nervous or ill. Report the problem to your supervisor immediately.
- Be alert to conditions, work processes in surrounding areas to foresee, and avoid dangers. Be aware of the presence of other employees and equipment.

- Barricaded or roped off areas are considered danger zones and shall be respected as such. Admittance to such areas is prohibited without authorization.
- Protect floor openings by providing adequate barricades and covers.
- Throwing or dropping materials from one area or level to another is prohibited unless in conformance with OSHA and project requirements.
- Follow instructions on shoring of trenches to avoid danger to yourself or your fellow workers. Collapsing soil can be fatal. Sides of trenches in unstable or soft material must be shored, sheeted, braced, sloped, or otherwise supported at depths of five feet or greater.
- Excavated soil and material must be stored and retained at least two feet or more from the edge of the excavation.
- Follow instructions on checking of oxygen content, flammability or toxicity of the atmosphere of any vessel, tunnel or soil opening, which you must enter.
- When working at roof locations be alert to unguarded perimeters. Watch footing on plastic covering and ice or frost covered surfaces.
- People (tradespeople or supervisors) who do not follow safety rules will be dismissed.
- An evacuation plan will be put in place. If an alarm is sounded, exit the building, proceed to the designated muster area, and report to your supervisor. Do not leave property unless instructed to do so.
- It is imperative that no toxic chemicals or other types of pollutants be disposed of in the on-site sewerage systems, either storm, sanitary or wastewater. Storm and wastewater discharge is also monitored by the authorities and severe penalties can result in violations. No items or fluids are to be discarded into the storm, sanitary or wastewater systems.

Personal Protective Equipment

- **Company Policy**

All employees shall use the personal protective equipment prescribed by OSHA and or Frankoski Construction's rules and regulations to control or eliminate any hazard or other exposure to illness or injury. Employees who willfully refuse to use the prescribed personal protective equipment shall be subject to disciplinary action, including termination. PPE will be required at all times, including walking to and from coffee and lunch breaks and when accessing or entering the work areas at the beginning and end of the workday.

- **Hard Hats**

All construction areas will be considered “Hard Hat Areas” at all times. All employees and visitors must wear company approved hard hats during work hours while inside construction areas.

- **Safety Glasses, Goggles and Face Shields**

Safety glasses are mandatory for all employees and visitors. Appropriate eye and face protection shall be worn by all employees engaged in any abrasive wheel grinding activity including use of hand held grinders, gas powered saws, chop saws, and any other operation that could create a “struck by” hazard.

- **Hand Protection**

All employees must wear suitable gloves to protect the hands from injury as appropriate for the work to be performed.

- **Personal Fall Arrest Systems (PFAS)**

Safety harnesses and secured safety lanyards or retractable devices will be used by all employees working from unguarded surfaces where falls of six feet or greater are present. Each employee will also wear a safety harness with his/her safety lanyard secured to a separate lifeline while working from swing scaffolds, boatswain's chairs, or other suspended work platforms where a fall hazard is present. All PFAS shall be inspected prior to each use and stored appropriately when not in use. Subcontractors must ensure that the personal fall arrest system in use is appropriate to the potential fall distance to which employees are exposed. This may require the use of self retracting life lines in warranted situations.

- **Ear Plugs or Muffs**

Appropriate hearing protection shall be worn in work area where noise levels exceed established standards.

- **Respirators**

Approved respirators must be used when excessive dust, mist, fumes, gases or other atmospheric impurities are present and are determined to be harmful to health. Subcontractors will ensure that their employees using respirators are medically cleared, trained and fit tested.

- **High-Visibility Clothing/Vests**

High visibility clothing or vests will be worn by all employees working on this project. High visibility clothing meeting DOT requirements will be utilized during any roadway activity.

- **Footwear**

All employees and visitors working on this project will be required to wear appropriate, sturdy work boots. Sneakers, running shoes, dress shoes, etc. are not permitted to be worn by any employee or visitor in any construction area.

Compliance with OSHA

It is Frankoski Construction's policy to meet or exceed the requirements of the Occupational Safety and Health Act of 1970. We agree with its intent and purpose and will comply with the rules and regulations.

CRANES/RIGGING

- Know the proper use of come a longs, chokers, shackles and clamps. Never raise a load over people or occupied buildings.
- Use tag lines to control load.
- Know capacities of rigging equipment and weights of loads.
- Rigging operations utilizing chains will not be permitted unless specifically designed for that use.
- Provide competent supervision for all rigging and lifting operations.
- Provide annual crane inspection records and monthly maintenance reports prior to setting equipment on site.
- Check all rigging equipment for labeled load capacities prior to each pick.
- Perform inspections on all cranes and rigging components on a daily basis. All faulty or damaged rigging shall be tagged and taken out of service immediately. Written reports are to be turned in to Frankoski Construction on a daily basis.
- All crane activity will be carefully pre planned to ensure the safety of all project personnel. Any unauthorized crane activity will be shut down.
- All signals, either verbal or hand, will be given by qualified employees only.
- All rigging activity will be performed by qualified riggers. Proof of certification and training must be furnished to Frankoski Construction prior to the start of activity.
- A qualified signal person is required for all crane signaling. Proof of certification and training must be furnished to Frankoski Construction, Inc. prior to the start of activity.

Electrical

- Electrical equipment shall not be installed, repaired or removed except by trained electricians.
- Electrically operated equipment (stationary and portable) must be grounded.
- Electricity must be respected and all safety precautions taken. Even a little electric current can be a killer.
- Do not use extension cords or any power tools or equipment when the cords are frayed, missing ground pins, worn out, or when bare wire is showing. Electrical tape is not an acceptable repair for damaged power or extension cords. Turn the equipment in for removal from the project or repair.
- Temporary lighting must be guarded. Report unguarded or broken lamps. Do not hang lights by their cords unless the light was designed to be suspended in that manner.
- 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 are in use by employees, shall have approved Ground Fault Circuit Interruption (GFCI) devices for personnel protection. When using the permanent receptacles, GFCI devices must be installed on each extension cord prior to the source receptacle.
- Lock out/ Tag out program represents a lifesaving control. Compliance with the prescribed procedure is mandatory. Frankoski Construction and all Subcontractors will work closely to ensure that LO/TO procedures are properly followed to ensure the highest level of safety for individuals working on any locked out system.
- Extension cords must be at least 16 gauge heavy duty 3 wire with a UL approved three prong grounded plug
- All work on live energized circuits will only be done following authorization and planning with Frankoski Construction. All required PPE (NFPA 70 Rated) and other equipment will be provided by the subcontractor.

Material Handling

- When lifting use your head. Lift with your legs not your back!
- Do not try to handle heavy or cumbersome material alone. Ask for help.
- Always utilize appropriate hand protection when handling material.

- Riding on hooks, headache balls or slings of hoisting equipment is strictly prohibited. Failure to comply is grounds for immediate dismissal.
- Store or stack equipment and material neatly so it will not create falling or tripping hazards.
- When hoisting materials, never walk under the lift or place yourself in a position where the swing or movement of the lift will strike you or pin you against any object. Use tag lines to guide the load and prevent swinging.
- In removing pipe larger than two inches (2") in diameter from storage piles more than one pipe high, approach from the ends. Do not store pipe inside of pipe.
- Bricks and CMU shall never be stacked more than seven feet (7') high unless secured from displacement.
- Material loaded on vehicles for transportation shall be limited to an amount constituting a safe load. Material must be placed and secured in a manner so it will not be jarred loose by vibration.
- Loose boards, pipe and other materials shall not be strewn in work areas and should be stacked neatly and securely to prevent tripping hazards.

Personal Lifts

- Know the proper use of equipment.
- Know the capacities of the lifting equipment and the weights of loads, including personnel, equipment and material.
- Inspect the lift vicinity and ensure proper and level bedding support.
- Establish a barricaded or roped off danger zone around the lift for falling objects.
- Safety harnesses and secured safety lanyards or retractable devices (approved tie off point) will be worn and used by all employees using boom and scissor type lifts.

Spill Control

- Provide a proper collection container and floor protection when using cutting oil, solder flux, hydraulic oil, and other fluids.
- In the event of a large spill, immediately install acceptable containment barriers.
- Contact Frankoski Construction immediately to report spills of any quantity and to determine further action.
- Use proper absorption materials as directed.

- When working with heavy equipment, always know the exact location of your company's spill control and clean up kit. If you don't know where it is ASK!

Welding, Cutting & Burning

- Only qualified welders are authorized to do welding or burning. Inspect equipment before use. Be sure it's in good condition.
- A hot work permit must be obtained before welding, cutting or burning is performed in any area.
- When welding in the vicinity of other employees, use a welding screen to protect from potential "flash" injuries.
- Wear proper personal protective equipment for welding and burning.
- When welding or burning is to be performed in any areas where combustible or flammable materials are present, a fire watch must be employed. The fire watch shall be equipped with an appropriate fire extinguisher. Fire watch must remain in place for 30 minutes following completion of work and one hour for all roof top work. Fire watch duration for hazardous areas will be determined through job hazard analysis. Furthermore, a fire watch will be required to remain in place during coffee and lunch breaks. Combustibles shall be removed or carefully protected from sparks. See your Foreman Frankoski Construction field supervisor for specific instructions and necessary permits.

Ladders

- Select the right ladder for the job. Ladders should extend three feet (3') beyond top landing.
- Do not splice two ladders together.
- Inspect ladders for split side rails, missing or defective rungs or any other weaknesses. Remove defective ladders from service immediately.
- Face the ladder and use both hands when going up and down ladders. If necessary, hoist material to keep hands free.
- Do not ascend higher than the third rung from the top on a straight or extension ladder, or more than the second step from the top on stepladders.
- Tie off all straight ladders to keep them secure. During initial placement of the ladder, a second employee will be required to "foot" the ladder from below until it is secured at the top.

- Don't use an extension ladder to reach heights of more than twenty four feet (24').
- Do not permit ladders to be painted for purposes other than identification.
- The base of a ladder should be set out at least one fourth of the ladder height measured from bottom to point of bearing.
- Ladders shall not be placed in blind spots (doorways, driveways) unless properly barricaded or guarded.
- The use of metal and wood (except job built "gang" ladders) is prohibited. Only Type 1 ladders of fiberglass or aluminum/ fiberglass construction are permitted.
- Step ladders must be used in the fully open position only.
- All ladders (excluding job made ladders) must be provided with slip resistant feet.

Fall Protection

Anyone working in an area exposed to a potential fall of six feet (6') or greater Must use appropriate fall protection. Such protection includes:

- Guardrail systems
- Safety net systems
- Personal fall arrest systems

Other protection methods include:

- Hole covers
- Positioning device systems
- Equipment guards
- Fences and barricades
- Warning line systems in combination with guardrail systems, safety net systems, personal fall arrest systems.

Fall protection is required but not limited to the following when a worker is exposed to a fall of six feet.

- Steel Erection
- Unprotected sides and edges
- Overhand bricklaying and related work
- Leading edges
- Roofing work on low slope roofs
- Hoist areas
- Holes

- Curtainwall installation
- Concrete formwork pouring and reinforcing steel
- Wall openings
- Ramps, runways and other walkways
- Walking/ working surfaces
- Excavations
- Aerial lifts
- Scaffolds

Tradespeople shall not stand on motors, pumps, conduits or the like to gain Access to elevated work.

Use of Safety Monitor System (SMS) or Controlled Access Zone (CAZ) will not be accepted.

Fire Prevention

- Gasoline and similar flammable liquids will be stored only in approved safety containers and in areas free of burning hazards. Plastic fuel storage containers will not be permitted.
- Gasoline or any other liquid fuel shall be stored only at exterior locations.
- Keep all heat sources from flammable liquids, gases or other combustible materials.
- Know the location and method of use of all fire extinguishers in your work area. Do not remove or tamper with fire extinguishers.
- Use only approved cleaning agents never gasoline or flammable liquids.
- Know how to report a fire or other emergencies immediately.
- Discard or store oily rags only in approved metal containers.
- Every hot work operation must have a properly trained and equipped fire watch with appropriate extinguishers for the specific hazard in the work area.
- The fire watch must remain in the work area for at least 30 minutes after the hotwork activity. Hot work at rooftop locations (once active) will require a one-hour firewatch.

Scaffolding

- Inspect the scaffold before you use it. Be sure it is designed for the safe working load.
- Only scaffold planking tested and approved to carry the load will be used.
- Scaffold planking must be secured by tying or cleats to prevent slipping. mark scaffold planks and use only on scaffolds. (This is done for you by the manufacturer in most cases).
- Handrails and toeboards shall be used on all scaffolds at heights of 6 feet and greater and the scaffold secured as required.
- Rolling scaffolds are not to be moved from the top. Remove personnel, tools and materials before moving. After moving rolling scaffolds, lock wheels before using.
- Use ladders for access (integrated or stand alone). Never climb bracing.
- Scaffold platforms more than 6 feet above any working surface must be equipped with a guardrail system Top rails (between 38" and 45"), mid rails (midway between the top rail and the scaffold platform) and toeboards.
- Abide by the Scaffold Tag System
- Green complete scaffold per required safety standards. Yellow conditional use 100% fall protection required. Red Scaffold not complete. Do Not Use.
- If scaffolding is used by multiple trades It must be inspected and tagged by each trade's competent person.

Roof Work

Working on a roof within fifteen (15) feet of an unprotected perimeter or opening Requires appropriate fall protection (rails, safety lines, proper PPE). Use of a safety monitor system or controlled access zone will not be accepted. Any access to existing roof tops may require a roof access permit. Please check with Frankoski Construction if a work task requires you to access any existing roof area.

Housekeeping

- Cleanliness and orderliness are the first fundamentals of good housekeeping. Remember A Place for Everything and Everything In Its Place.
- All protruding nails in form lumber, boards, etc., must be withdrawn or bent into the wood before the wood is stacked or piled.

- Rags, packing materials, paper cups, sawdust in saw areas shall be collected daily and placed in proper containers.
- All objects with sharp edges (scrap sheet metal, scrap glass, bottles, metal cans) shall be collected daily and placed in containers.
- Avoid placing debris and other obstacles in roadways, walkways, aisles and other travel routes.
- Help keep sanitary facilities clean. They are provided for your health and convenience.
- Return all tools and equipment to the tool boxes or storeroom after use.
- Allow sufficient time at the end of each day for proper cleanup of the work area. Place all debris in proper refuse containers.
- All stored material must be kept in an orderly manner at all times. This is a critical issue. It is important to fully understand the expectations for this project.
- Coffee and lunch breaks are permitted in designated areas only.

Excavations and Trenching

- Excavations and trenching guidelines are set forth in OSHA Standard 29 CFR 1926 Subpart P, Sections 1926.650 652, and Appendices A through F.
- The Subcontractor is responsible for the implementation of these procedures.
- At engineered excavations and trenches, a competent person must be designated for the supervision of the excavation/ trenching operations.
- A letter from the employer is required stating that the listed individuals are trained in excavation and trenching, or that the individual can show a valid certification.
- Daily inspections of excavations, the adjacent areas and protective systems shall be performed by competent persons for evidence of a situation that could result in possible cave ins, indications of failure of protective systems, hazardous atmospheres or other hazardous conditions.
- Means of egress from excavations/ trenches such as stairway, ladder or other safe means of egress, shall be located in all excavations/ trenches so as to require no more than 25' of lateral travel for employees.

- Where oxygen deficiency (atmospheres containing less than 19.5% oxygen) or a hazardous atmosphere exists or could reasonably be expected to exist such as in excavations/ trenches in landfill areas or excavations/ trenches in areas where hazardous substances are stored nearby, the atmosphere in the excavation/ trenches shall be tested before employees enter excavations/ trenches greater than 4' in depth.

Confined Space Entry

- No contractor or subcontractor employee will be permitted to enter any confined space until the Frankoski Construction Superintendent or Safety Manager gives approval.
- Confined space is one which by design, construction or configuration has limited openings for entry and exit, has inadequate natural ventilation contains or could produce dangerous air contaminants and is not intended for continuous occupancy.
- When in doubt, expect the worst! The atmosphere hazards in confined spaces cannot be seen and can be fatal.
- All confined space entry/ exit must be adequately controlled by the use of the subcontractors Permit Program. The contractor shall ensure the coordination and communication between work groups and individuals so that a complete understanding of planned work activities is known by each individual entering a confined space.
- Supervisors shall maintain constant awareness of any employees working in confined spaces and they will be expected to account for all personnel entering/ leaving confined spaces. Concurrent with this accounting, it is the responsibility of the contractor to assure that all requirements of the OSHA confined space standards are followed.
- The contractor must ensure that all new and existing employees are properly trained as to the requirements set forth by OSHA; training shall be documented. The employer is required to submit a letter that lists individuals trained for this type of work or that they can show a valid certification.
- Unauthorized entry into any confined space is considered a "zero tolerance" violation and will result in disciplinary action up to and including removal of the employee and/or his or her supervisor from the project.

Emergency Response Procedures

In the event of an accident, incident or medical emergency that requires emergency response, the following steps shall be taken:

- Dial 911 and state the following information:
- Site Address: Please make sure all of your employees are aware of the address and location of the site.
- Contact Frankoski Construction's main office (973) 414-9224.
- Description of Incident (ie. fire, fall, confined space, electrical, etc.).
- Any known special needs (manbasket, etc).
- Notify the Frankoski Construction Field Office.

Construction employees should be prepared to direct emergency personnel to the Injured person(s) and assist as required.

A thorough accident investigation will take place immediately upon removal of the injured worker(s) from the area.

NOTE: All non-emergency injuries are to be reported immediately to Frankoski Construction.

