

OLAF ANDERSON SAFETY POLICY:

1. Each employee shall comply with all safety standards, regulations, and orders that are part of this company's safety policy.
2. All injuries, regardless of severity, should be reported to your supervisor the day of happening.
3. Know the location of first aid kits and safety kits and safety gear such as fire/shock blankets, splint kit, eye wash stations, etc.
4. 100% Fall protection when working 6' or higher above a lower lever is mandatory. Plan your fall protection in with your work. **Always** plan and establish fall protection before you start your project.
5. Hard hats must be worn 100% of the time on all our job sites. **No exceptions to this rule.**
6. Class II reflective vests shall be worn whenever there is earthmoving equipment working on location or within 25 feet of public traffic and no type of barricade as been provided for protection.
7. Horseplay will not be tolerated.
8. Use of tools or power equipment that are minus guard or in any way defective is strictly prohibited.
9. Gasoline shall be stored in five (5) gallon approved safety cans only, and never used for washing parts or for any other reason, but intended.
10. Personal protective equipment shall be worn where designated with no exception.
11. Truck and equipment cabs shall be free of loose objects at all times.
12. Each employee shall cooperate in keeping paths of travel clear.
13. All employees are expected to know the location and operation of fire extinguishers. Once a fire extinguisher has had the seal broken, it shall be scheduled for recharging.
14. The use or possession of intoxicating beverage and/or non-prescription drugs on the job is prohibited.
15. All equipment shall be operated with utmost care complying with manufacturer's recommendations.
16. Project supervisor shall have full authority to determine where protective gear shall be worn and used. (Safety hats, shoes, glasses, goggles, welding gear etc.)
17. All employees shall be fully clothed with no exceptions.
 - A). Prohibit loose-fitting clothes, jewelry, torn clothing, shirts with long baggy sleeves, shorts, dresses, or tank tops.
 - B). Wear clothing suitable for your work and the weather.
 - C). Shoes must be of a style suitable for construction and weather, no tennis shoes, sandals.
18. It shall be understood that if there is a question in a work procedure and safety is a factor, the employee is expected to ask the supervisor for instructions.

FAILURE TO COMPLY FULLY WITH COMPANY SAFETY POLICY IS CONSIDERED TO BE INSUBORDINATION AND REASON FOR DISCIPLINARY ACTION WHICH COULD MEAN TERMINATION. *

*** This policy may be updated as the company deems necessary.

I have read all of the above and those items which I did not understand have been explained. I understand that this signed copy will become part of my permanent employee file.

DATE

EMPLOYEE SIGNATURE

SUPERVISOR'S SIGNATURE