DAVENPORT BROTHERS CONSTRUCTION CO. INC.

SITE SAFETY PROGRAM
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POLICY STATEMENT

Davenport Brothers is committed to a Safety/Health program designed to meet the needs of the ever-changing conditions, which are common to our industry. Recognizing that engineering techniques alone are not enough to ensure that exposure to hazards are controlled, the program includes coordination, monitoring and educating the personnel involved in constructing the project. These components will be implemented through the same principles of management control applied to all phases of the project.

The Site Safety Program for this Belleville High School project is dedicated to the goals stated by the Michigan Occupational Safety and Health Act (MIOSHA) “to provide work and a place of work that is free from Recognized hazards”

The key elements to Davenport Brothers site specific Safety Program for the Belleville High School Project.

- Adherence to All Safety Policies and Procedures.
- 100% fall protection over 6 feet, including steel erection.
- 100% eye protection – prescription eye wear with side shields or ANSI Z-87.1 protective safety glasses with built in side shields.
- Pre-Task Analysis (PTA’s) surveys to be completed and summated to Davenport Brothers prior to beginning critical work defined as but not limited to – Excavations, Trenching & Shoring, Sewer and All Underground Piping Tasks, Blasting, Confined Space Entry, Fall Protection, Steel Erection and Decking placement, roof Installation, Concrete Slab Installation, Siding Installation, Glazing Operations, Lock Out/Tag Out, Helicopter Lifts, etc. An emphasis must be placed on material handling when preparing and reviewing the PTA’s.
- Contractors shall provide a Competent and /or Qualified person for critical tasks as identified by MIOSHA. Refer to Training Requirements and Competent/Qualified Person Requirements in this document.

_________________________________
Harlan Davenport – President

_________________________________
Steve Davenport – Vice President

_________________________________
Mark Davenport – Secretary/Treasurer
PROGRAM SCOPE

This Job Safety Program has been established by Davenport Brothers in order to:

- Minimize/eliminate personal injuries.
- Minimize/eliminate property damage.
- Achieve greater efficiency.
- Reduce/eliminate all direct and indirect costs form injuries and property damage

Each trade contractor is responsible for administering the Job Safety Program.

Should Davenport Brothers, MIOSHA or other governing authorities find Trade Contractors, areas of work, or individuals being or acting in noncompliance with Federal, State, Local, or the Job Safety Program requirement, they shall have the authority to order immediate correction, cessation of the noncompliance and administer disciplinary action.

Each Contractor will be required to provide proof of substance abuse testing and the Safe2work training for their employees to Davenport Brothers. Davenport Brothers will periodically audit the records of the employees as they attend Orientation.

Weekly Safety Meetings will be held and directed by Davenport Brothers. All Trade Contractors normally working on this project will delegate a full time on site Safety Representative to attend each meeting. This representative shall have the responsibility to make decisions, corrections, and maintain all safety requirements for the Trade Contractors and their subcontractor(s).

In the event that the Trade Contractor fails to correct any unsafe condition existing on the project, the unsafe conditions shall be corrected in accordance with Local, Federal, or State regulations at the violating Trade Contractor’s expense. The Trade Contractor shall be responsible for all liability created from unsafe conditions and any delay to the project or other Trade Contractor’s performance.

The Davenport Brothers Client Safety Program will be a living document with changes added as required or as MIOSHA regulations change since this is a long-team project. Davenport Brothers may issue changes as necessary to enhance and promote jobsite safety.
DAVENPORT BROTHERS

Davenport Brothers will:

1. Coordinate and monitor a comprehensive Job Site Safety Program and require the full compliance of all trade Contractors, visitors on this project.

2. Issue a copy of the Job Safety Program to each Trade Contractor.

3. Appoint Project Safety Coordinator to coordinate and monitor all safety activities on this site

4. Recognize, implement, and enforce safety loss control requirements.

5. Issue deficiency notices to subcontractors when work performed by the subcontractors is not in compliance with MIOSHA or this Safety Program.

6. Conduct daily safety reviews of the jobsite, utilizing the Daily Inspection Checklist Form.

7. Provide for accident investigations and reporting, as required.

8. Provide incident and frequency statistics and information regarding, injuries, problems, etc. to the Owner as required.

9. Track Safety Performance indicators, which contribute toward incidents and injuries.

10. Review Pre-Task Analysis forms submitted by subcontractors preparing to perform critical operations such as but not limited to Excavations, Trenching & Shoring, Sewer and all Underground Piping Tasks, Blasting Confined Space Entry, Fall Protection, Steel Erection and Decking Placement, Roof Installation, Concrete Slab Installation, Siding Installation, Glazing Operations, Lock Out/Tag Out, Helicopter Lifts, etc.
TRADE CONTRACTOR

The Trade Contractor Will:

1. Implement safety programs to achieve
   - Zero Injuries
   - Zero Recordable and Lost Time Injury Rates
   - Zero Near Misses
   - Zero OSHA citations

2. Assume direct responsibility of not less than the minimum level of performance set forth in this manual which means full compliance with the Michigan Occupational Safety and Health Act, and all applicable Federal, State and Local regulations.

3. Give considerations to all safety factors during the planning and scheduling of work operations to control potential injury and property damage hazards. The Pre-Task Analysis should involve the Davenport Brothers Safety Coordinator and the Trade Contractor Safety Representative when possible. Pre-Task analysis will be completed for but not limited to: Excavations, Trenching & Shoring, Sewer and all Underground Piping Tasks, Blasting Confined Space Entry, Fall Protection, Steel Erection and Decking Placement, Roof Installation, Concrete Slab Installation, Siding Installation, Glazing Operations, Lock Out/Tag Out, Helicopter Lifts, etc. An emphasis must be placed on material handling when preparing and reviewing the PTA’s. A Pre-Task Analysis Form has been developed for the use for the contractors. This form must be completed prior to the start of work. Once the form is reviewed, the contractor may begin work.

4. Make their position in the Job Safety Program clear to supervisory personnel, union representatives and employees by stressing the importance top management attaches to safety and loss control.

5. Provide a Safety Representative who will be responsible for administering the contractor’s Safety Program and maintain a project “Safety Book” (binder). The “safety Book” must contain the following:
   * Completed PTA’s
   * Safety Audits
   * Training Records
   * Equipment Checklists
   * Tool Box Talks
   * Disciplinary Actions

Additional responsibilities of the Safety Representative include:

A. Promote a positive safety attitude for employees and visitors.

B. Represent the Trade Contractor, when necessary, in matters concerning safety.

C. Personally investigate all incidents involving his Trade Contractor or subcontractor(s) to determine causes and action necessary to prevent reoccurrence.

D. Initiate, monitor, and/or conduct weekly safety meetings with all employees and submit a copy of written minutes with signatures of attending employees to Project Safety Coordinator.
E. Complete a Pre-task Analysis for critical tasks as defined throughout this document.

6. Provide and enforce the use of all necessary personal protective equipment, which includes proper footwear, clothing, hard hats, and eye protection.

   HARD HATS AND SAFETY GLASSES WILL BE WORN AT ALL TIMES
   
   This includes Management, Vendors, Visitors, etc.

7. Provide properly guarded and maintained tools, machinery and equipment

8. Identify golf carts, trailers, forklifts, personal lifts, and other mobile equipment with label or signs to indicate whom they belong to.

9. Ensure that ground fault circuit interrupters protect electrical power

10. Immediately notify Davenport Brothers of any incident that causes injury or damage to property, and conduct an immediate investigation with a written report to Davenport Brothers within 24 hours of the incident.

11. Provide and maintain good housekeeping conditions

12. Supply and maintain adequate fore protection equipment.

13. Report all spills immediately to a member of the Davenport Brothers Project Management Team at the site trailer office.

14. Provide proper and adequate training for employees regarding the hazards of their jobs and how to work safely. Tool Box talks will be held on a weekly basis with copies submitted to the davenport Brothers Project Office.

15. Correct unsafe work habits of employees as soon as they are observed.

16. Eliminate unsafe conditions and promptly report (in writing and verbally) those conditions you cannot eliminate to the Project Safety Coordinator.

17. Attend all scheduled safety meetings, committee meetings, progress meetings etc.

18. Ensure employees who receive medical attention obtain a medical work release form from the attending physicians and present it to Davenport Brothers before they return to work.

19. Provide copies of all MIOSHA inspection reports to Davenport Brothers, along with corrective action taken

20. Provide and properly maintain warning signs and lights, barricades, railings and other safeguards for the protection of workmen and others on, about, or adjacent to the work, as required by the conditions and progress of the work and as directed by Davenport Brothers.
21. Ensure that Gasoline equipment is not operated in any enclosed buildings. During the construction phase when the building is not fully enclosed gasoline powered equipment shall be equipped scrubbers. scrubbers and mufflers for gasoline or diesel powered equipment shall be per specification requirements. The Contractor shall locate gasoline-operated equipment outside enclosed buildings or provide propane or electric power equipment for the operation inside enclosed buildings.

22. Ensure that employees park in designated areas and in a manner, which will not impede access of emergency apparatus/equipment.

23. Davenport Brothers Crane Action Program is to be implemented by all contractors working on this project. The Crane Action Program requires use of a Certified Crane Operator as Recognized by National Commission for the Certification of Crane Operators (NCCCO) documentation of inspections annual and daily; Pre-Lifting; and a Pre-task Analysis.
PROJECT MANAGER / PROJECT SUPERINTENDENT

The Project Manager and Project Superintendent have the full responsibility to implement and direct the Safety Programs for the Belleville High School Project. The execution of such programs must be in keeping with the explicit and implied statements of this Project Safety Program. In the performance of their responsibilities, they shall;

1. Actively support the Safety Program as an example to subordinates, with the decisions and directives it may require.

2. Have the duty to enforce the observance of safety rules and regulations in connection with this project.

3. Delegate authority to others under their supervision to expedite and facilitate the application of the Safety Program. However, they still retain the responsibility for the Safety Program’s implementations.

4. Meet with the Safety Coordinator once per week to discuss results of the Safety Program, Contractor performance and safety concerns. (If applicable)

5. Meet with the Owner/Client once per week to discuss results of the Safety Program, Contractor performance and safety concerns. (If applicable)

6. Represent Davenport Brothers in all matters concerning the project Safety Program during Owner meetings.
PROJECT SAFETY COORDINATOR

The Project Safety Coordinator is responsible for coordinating and monitoring the Davenport and Granger Safety Programs. The Safety Representative will report directly to the Project Manager, and is to function as a safety advisor to all levels of management. The authority of the Construction Project Safety Coordinator in making recommendations is to be recognized as emanating from the project manager. In the performance of his/her responsibilities, the Safety Coordinator shall:

1. Coordinate and monitor the Project Safety Program and implement all safety requirements under the direction of the Project manager. This program with all Local, State, and Federal regulations will function as a guide.

2. Assist Davenport Brother’s other field Safety Representative’s and field supervisory staff, as needed, in the implementation of the Job Safety Program.

3. Conduct daily reviews of the worksite with Checklists; Safety Indicators, Pre-task Analysis and other reports submitted to the Projects Superintendent and other designated team members. These tools will be valuable in determining the number of infractions while tracking Subcontractor performance.

4. Issue stop work orders to subcontractors performing work, which could result in serious injury, property damage or for willful safety violations.

5. Conduct weekly safety meetings with all Trade Contactors’ safety representatives.

6. Conduct a pre-construction meeting with the supervisors of the new Trade Contractors mobilizing on site, explaining Davenport Brother’s Safety goals, contents of this manual, site safety orientation, etc.

7. Conduct a jobsite safety orientation with all employees, including those of the trade contractors.

8. Interface with the Owners Safety Representative on a weekly basis (minimum) or as the Owner dictates.

9. Assure compliance with the Safe2work Training of all trades people having 4 Safety Training Modules completed to work on the project.

10. Review Pre-Task Analysis Forms submitted by Contractors prior to the start of Critical Work Operations such as but not limited to: Excavations, Trenching & Shoring, Sewer and all underground piping Tasks, Blasting, Confined Space Entry, Fall Protection, Steel Erection and Decking Placement, Roof installation, Concrete Slab Installation, Siding Installation, Glazing Operations, Lock out/Tag Out, Helicopter Lifts, etc.
SAFETY POLICIES AND PROCEDURES

This summary of Davenport Brothers Safety Policies and Procedures, State and Federal Safety standards for the Belleville High School work site. These policies and procedures and all rules and regulations of the Michigan Occupational Safety and Health Administration (MIOSHA) are mandatory and must be followed by all employees working on this site.

Safety Responsibilities – Contractors and Subcontractors shall be responsible for provisions of a competent On-site Safety Person who shall be responsible for ensuring compliance to all project Safety Policies, Procedures, Pre-task Analyses, and MIOSHA Regulations. This person must have the authority to stop work and make any necessary corrections.

Hazard Communication – The Contactor responsible for maintaining a MSDS file, in their office trailer for all hazardous chemicals used on site and must ensure that each employee is properly trained in the hazards and use of these chemicals. The contractor shall also maintain a record of training. All hazardous materials shall be properly labeled and stored in accordance with MIOSHA regulations. The contractor shall furnish all personal Protective Equipment as required for safe handling of chemicals used by their employees.

Incident Reporting – All accidents, injuries and injury-free incidents must be reported immediately to your supervisor and the Davenport Brother’s Construction Safety Department. A copy of the incident report shall be completers and submitted to the Davenport Brothers within 24 hours of the incident.

Housekeeping – Good housekeeping shall be maintained in all work areas at all times. Contactors shall provide trash receptacles to eliminate the accumulation of personal trash in lunch and break areas. Construction debris and trash will be removed on a regular basis, at least daily at a minimum, walkways, aisles and any walking surface will be kept clear of debris at all times. Nails in scrap lumber must be bent over or pulled before discarding in a trash container. In addition, excavation work near streets and other public ways shall be cleaned promptly to remove any spoils.

Material Storage & Handling – All material stored in tiers shall be stacked, racked, blocked, interlocked, or otherwise secured to prevent sliding, falling or collapse. Materials shall not be stored on scaffolds or runways in excess of supplies needed for immediate operations.

Disciplinary Procedures – minor safety violations will result in a three step disciplinary procedure. Automatic dismissal from this project may result from and willful or deliberate violation of safety Regulations or Safety Policies and Procedures.

1st Offense- A verbal warning will be issued informing the employee of the safety violation. Project orientation is considered the “1st verbal warning.” All subsequent safety violations on the project will result as a “second offence” – a formal written notice.

2nd Offense- A formal written notice will be issued informing the employee of the safety violation and notify the employee that a future violation will result in discharge from the project. Employee may finish their shift, but must go through Safety Orientation prior to starting back on the project.

3rd Offense- A formal written notice will be issued informing the employee of the safety violation and notifying that he/she will no longer be permitted to work on the project.