



## **SECTION 3**

# **PERSONNEL SAFETY RULES**



### **1. CONDUCT**

- A.** All employees are ultimately responsible for their own safety and share the responsibility for the safety of their co-workers, our client's employees, and their property and equipment.
- B.** Subcontractors are responsible for the safe conduct of their employees and visitors at company managed locations
- C.** All employees must comply with Maul Electric, Inc Health and Safety Program, all Federal and State requirements and craft specific safety practices.
- D.** All employees must comply with the established Safety, Health and Environmental Policies and Procedures of our clients.
- E.** All employees must comply with posted safety instructions such as posted signs, barricades, barriers, and permit instructions etc.
- F.** Only those employees qualified and authorized will operate equipment, machinery, power tools, etc.
- G.** Employees are prohibited from operating equipment, machinery, power tools, vehicles, etc., that are the property of our clients or subcontractors, unless they are qualified and approval obtained from Maul Electric, Inc Site Supervisor and designated client representative.
- H.** Horseplay, fighting, willful damage of equipment, and failure to report accidents, incidents, occupational illnesses, or injury are cause for request for removal from the site
- I.** Firearms or other items that may be considered a weapon shall not be permitted at company work locations

### **2. INSPECTION AND USE OF SAFETY DEVICES AND PROTECTIVE EQUIPMENT**

- A.** All employees must use safety devices and protective equipment provided and required by Federal, State, Maul Electric, Inc and our clients.
- B.** A Competent person shall be assigned to inspect safety devices and protective equipment prior to use and at the completion of use.
- C.** Any and all defects or damage to safety devices and protective equipment must be reported to Maul Electric, Inc Foreman.



- D. Defective and/or damaged safety devices and protective equipment will not be used. Items will be clearly identified, indicating the defect or damage and removed from the job site immediately.
- E. Damaging, altering, bypassing, or otherwise rendering safety devices and protective equipment ineffective is prohibited.
- F. Specific requirements and procedures for the selection and use of safety devices and protective equipment are provided in Section III of this manual.

### 3. EXPOSURE TO TOXIC OR OTHER HAZARDOUS SUBSTANCES

- A. Workers performing job assignments associated with Hazardous Substances shall be trained in the proper use, storage, and potential exposure to the substance in accordance with the Hazard Communication Standard or applicable Right to Know. Additionally, contact with Hazardous Substances and Potentially Hazardous Substances are part of every aspect of employment in the construction industry and the home environment.
- B. These contaminants may enter the body by any or all of the following methods:
  - 1. INHALATION: The simple act of breathing in airborne vapors, dusts, mists fibers or other particulate matter.
  - 2. INGESTION: Swallowing of contaminants.
  - 3. INJECTION: (self explanatory)
  - 4. ABSORPTION: Many contaminants that come in contact with the skin may be absorbed through the skin and passed to the blood stream or nervous system.
- C. In general, the best method of avoiding contamination to the body is to avoid contact. However, it is not always entirely possible to avoid contact. The following general rules will lessen the potential risk.
  - 1. All employees must be aware of the hazards of the materials they are handling, working with or near. This information is available through the use of the clients Material Safety Data Sheets or Maul Electric, Inc Hazard Communication Program.



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2. All employees of Maul Electric, Inc or their subcontractors must be trained in the Hazard Communication Standard prior to beginning field assignments.
3. All employees of Maul Electric, Inc or their subcontractors must be knowledgeable of the location and availability of client or Maul Electric, Inc Hazard Communication Program and Material Safety Data Sheets.
4. Personal Protective Equipment must be properly selected, inspected and used where and when required. (See section III of this manual)
5. Food and beverage will not be consumed or stored in areas where contaminants are present.
6. Wash hands prior to eating, drinking or smoking.
7. Never consume food or beverage while wearing contaminated work gloves.
8. Do not allow chemicals, oils or solvents to remain in contact with the skin. Thorough washing with soap and water should be sufficient to clean contaminated skin.
9. Extreme caution must be used when working with corrosive materials, i.e. acids or caustics. These materials can severely damage skin, eyes and mucous membranes. Immediate flushing with large amounts of water and immediate medical attention are required.
10. Never wear clothing or work gloves contaminated with oils, chemicals or solvents.
11. Report all incidents of exposure or contact immediately to your supervisor or client's designated representative.
12. Never wash skin, clothing or gloves with solvents or gasoline.
13. Never place skin in contact with compressed air stream from spray nozzles or hoses operating above 30 PSI.



#### **4. CLOTHING REQUIREMENTS**

- A.** Excessively loose clothing, dangling sleeves, ties, bandannas, scarves, rings, earrings, chains, necklaces, etc., will not be worn while working with moving equipment or tools.
- B.** Long hair must be kept back from contact with moving or rotating equipment.
- C.** Long sleeve shirts must be worn while working near hot or cold equipment and surfaces. (Consult clients' policies for additional requirements.)
- D.** Short pants, tank tops, "muscle" type shirts, etc., are unacceptable as work clothing.
- E.** Clothing contaminated with oils, chemicals, solvents or other hazardous materials must not be worn.
- F.** Steel toed or Fiberglass toed work shoes (complying with ANSI Standards) are strongly recommended.
- G.** Sneakers, canvas shoes, boat shoes, moccasins, high heels, open toed shoes, sandals, etc. are not acceptable foot wear for field assignment. Substantial shoes must be worn.
- H.** Proper protective clothing must be worn when handling or working on or near equipment known or suspected to have contained hazardous materials.
- I.** High visibility ANSI Class II vest (yellow) must be worn for all outdoor work.