KATERI POWERLINE SOLUTIONS LLC

Health, Safety & Environmental Program

Jon Manikateri

Kateri Powerline Solutions LLC

7/25/2022

CMS
COMPLIANCE MANAGEMENT SERVICES

	Kateri Powerline Solutions LLC	
	HSE Manual	Table of Contents
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	Kateri Powerline Solutions LLC	
	HSE Mission Statement	Reference: Company Documents
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 1

1 HSE Mission Statement

1.1 The Health, Safety and Environmental Department (HSE) supports the overall mission and goals of Kateri Powerline Solutions LLC by developing, implementing, and administering comprehensive environmental health and safety services, policies, and procedures throughout the organization.

1.2 HSE seeks to develop and implement sound and effective policies and procedures that protect public health, prevent personal injury, and maintain regulatory compliance in the areas of chemical, biological, and radiation safety; occupational health and safety; and environmental stewardship.

1.3 We are dedicated to reducing injuries, accidents and environmental impact and ensuring compliance.

1.4 We achieve this by providing high-quality training, comprehensive workplace evaluation, emergency response, hazardous materials management from acquisition to disposal and by managing regulatory information.

2 Responsibilities

2.1 Safety is the responsibility of every employee, and everyone participates in activities to ensure a safe work environment.

2.2 Jon Manikateri and Safety Committee are responsible for leadership of the overall safety effort and for providing all resources which are necessary for an effective program of accident prevention.

2.3 Supervisors are responsible for maintaining safe work conditions within their areas and for ensuring that all operations are carried out with the utmost regard for safety.

2.4 Each employee is responsible for consistently following all established safety procedures, for promptly reporting potential hazards, and for fostering a proactive culture focused on the safe and responsible use of Kateri Powerline Solutions LLC's facilities.

2.5 Maintaining a safe work environment is a top priority and must be a personal goal of every employee.

Endorsed By: (Title)			
Signature:		Date:	

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CHAPTER 2

1 Aerial Lifts Program

1.1 An aerial lift is any vehicle-mounted device used to elevate personnel, including:

1.1.1 Extendable boom platforms,

1.1.2 Aerial ladders,

1.1.3 Articulating (jointed) boom platforms,

1.1.4 Vertical towers and

1.1.5 Any combination of the above.

1.2 Aerial lifts have replaced ladders and scaffolding on many job sites due to their mobility and flexibility.

1.3 They may be made of metal, fiberglass reinforced plastic, or other materials. They may be powered or manually operated, and are considered to be aerial lifts whether or not they can rotate around a primarily vertical axis.

1.4 Kateri Powerline Solutions LLC has developed the following policy on Aerial Lifts to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, hard hats, work gloves, work boots, eye & ear.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the use of Aerial Lifts.

4.2 Only trained and authorized persons are allowed to operate an aerial lift.

4.3 Training includes:

4.4 Explanations of electrical, fall, and falling object hazards,

4.5 Procedures for dealing with hazards,

4.6 Recognizing and avoiding unsafe conditions in the work setting,

4 Training Continued

4.7 Instructions for correct operation of the lift (including maximum intended load and load capacity),

4.8 Demonstrations of the skills and knowledge needed to operate an aerial lift before operating it on the job,

4.9 When and how to perform inspections and

4.10 Manufacturer's requirements.

5 Retraining

5.1 Workers will be retrained if any of the following conditions occur:

5.1.1 An accident occurs during aerial lift use,

5.1.2 Workplace hazards involving an aerial lift are discovered, or

5.1.3 A different type of aerial lift is used.

5.2 Workers who are observed operating an aerial lift improperly will be retrained.

6 Pre-Start Inspection

6.1 No company employee shall use any aerial lift equipment having an obstructed view to the rear unless the vehicle has a reverse signal alarm audible above the surrounding noise level or the vehicle is backed up only when an observer signals that it is safe to do so.

6.2 Prior to each work shift, conduct a pre-start inspection to verify that the equipment and all its components are in safe operating condition. Follow the manufacturer's recommendations and include a check of:

6.2.1 Vehicle components:

6.2.1.1 Proper fluid levels (oil, hydraulic, fuel and coolant),

6.2.1.2 Leaks of fluids,

6.2.1.3 Wheels and tires,

6.2.1.4 Battery and charger,

6.2.1.5 Lower-level controls,

6.2.1.6 Horn, gauges, lights,

6.2.1.7 Backup alarms (equipped on Aerial devices),

6.2.1.7.1 A spotter will be used when backing if a backup alarm is in-operable.

6.2.1.8 Steering and brakes.

6 Pre-Start Inspection Continued

6.2.2 Lift components:

6.2.2.1 Operating and emergency controls,

6.2.2.2 Personal protective devices,

6.2.2.3 Hydraulic, air, pneumatic, fuel and electrical systems,

6.2.2.4 Fiberglass and other insulating components,

6.2.2.5 Missing or unreadable placards, warnings, or operational, instructional and control markings,

6.2.2.6 Mechanical fasteners and locking pins,

6.2.2.7 Cable and wiring harnesses,

6.2.2.8 Outriggers, stabilizers and other structures,

6.2.2.9 Loose or missing parts,

6.2.2.10 Guardrail systems.

6.3 Do not operate any aerial lift if any of these components are defective until it is repaired by a qualified person. Remove defective aerial lifts from service (tag out) until repairs are made.

6.4 Lift controls shall be tested each day prior to use to determine that such controls are in safe working condition.

7 Work Zone Inspections

7.1 Kateri Powerline Solutions LLC will assure that work zones are inspected for hazards and take corrective actions to eliminate such hazards before and during operation of an aerial lift. Items to look for include:

7.1.1 Drop-offs, holes, or unstable surfaces such as loose dirt,

7.1.2 Inadequate ceiling heights,

7.1.3 Slopes, ditches, or bumps,

7.1.4 Debris and floor obstructions,

7.1.5 Overhead electric power lines and communication cables,

7.1.6 Other overhead obstructions,

7.1.7 Other hazardous locations and atmospheres,

7.1.8 High wind and other severe weather conditions, such as ice and

7.1.9 The presence of others in close proximity to the work.

8 Fall Protection

8.1 A personal fall arrest or travel restraint system must be worn and attached to the boom or basket when working from an aerial lift. The program prohibits operators from attaching their personal fall arrest system or travel restraint system to adjacent poles or structures.

8.2 Ensure that access gates or openings are closed.

8.3 Stand firmly on the floor of the bucket or lift platform.

8.4 Do not climb on or lean over guardrails or handrails.

8.5 Do not use planks, ladders, or other devices as a working position.

8.6 Use a body harness or a restraining belt with a lanyard attached to the boom or bucket.

8.7 Do not belt-off to adjacent structures or poles while in the bucket.

9 Operation/Traveling/Loading

9.1 Do not exceed the load-capacity limits. Take the combined weight of the worker(s), tools and materials into account when calculating the load.

9.2 Do not use the aerial lift as a crane.

9.3 Do not carry objects larger than the platform.

9.4 Do not drive with the lift platform raised (unless the manufacturer's instructions allow this).

9.5 Do not moving the aerial lift when the boom is elevated in a working position with men in the basket, except for equipment which is specifically designed for this type of operation

9.6 Do not operate lower level controls unless permission is obtained from the worker(s) in the lift (except in emergencies).

9.7 Do not exceed vertical or horizontal reach limits.

9.8 Do not operate an aerial lift in high winds above those recommended by the manufacturer.

9.9 Do not override hydraulic, mechanical, or electrical safety devices.

9.10 Do not overload the boom and basket as specified by the manufacture.

10 Overhead Protection

10.1 Be aware of overhead clearance and overhead objects, including ceilings.

10.2 Do not position aerial lifts between overhead hazards if possible.

10.3 Treat all overhead power lines and communication cables as energized, and stay at least 10 feet (3 meters) away.

10.4 Ensure that the power utility or power line workers de-energize power lines in the vicinity of the work.

11 Stability in the Work Zone

11.1 Set outriggers on pads or on a level, solid surface.

11.2 Set brakes when outriggers are used.

11.3 Use wheel chocks on sloped surfaces when it is safe to do so.

11.4 Set up work zone warnings, such as cones and signs, when necessary to warn others.

11.5 Insulated aerial lifts offer protection from electric shock and electrocution by isolating you from electrical ground. However, an insulated aerial lift does not protect you if there is another path to ground (for instance, if you touch another wire). To maintain the effectiveness of the insulating device, do not drill holes in the bucket.

12 Modifications

12.1 It is the policy of Kateri Powerline Solutions LLC that modifications to the equipment are not authorized unless:

12.1.1 The modification has been certified in writing by the manufacturer or by any equivalent entity.

13 Clearance Distance

13.1 It is a requirement of Kateri Powerline Solutions LLC that a minimum clearance between electrical lines and any part of the equipment is at least 10 feet.

13.2 For lines rated 50 kV or below, minimum clearance between the lines and any part of the equipment or load shall be at least 10 feet.

13.3 If the aerial lift is insulated for the voltage involved, and if the work is performed by a qualified person, the clearance distance (between the uninsulated portion of the aerial lift and the power line) may be referenced to the distance provided in Table S-5.

14 Highway Travel

14.1 It is a requirement of Kateri Powerline Solutions LLC that before the truck is moved for highway travel aerial ladders must be secured in the lower traveling position by the locking device above the truck cab, and the manually operated device at the base of the ladder, or by other equally effective means.

14.2 Before moving an aerial lift for travel, the boom(s) must be inspected to see that it is properly cradled and outriggers are in stowed position.

15 Articulating & Extensible Booms

15.1 Articulating boom and extensible boom platforms, primarily designed as personnel carriers, must have both platform (upper) and lower controls.

15.2 Lower level controls must not be operated unless permission has been obtained from the employee in the lift, except in case of emergency.

16 Table S-5 - Approach Distances for Qualified Employees - Alternating Current

Voltage range (phase to phase)	Minimum approach distance
300V and less……	Avoid Contact
Over 300V, not over 750V……	1 ft. 0 in. (30.5 cm).
Over 750V, not over 2kV……	1 ft. 6 in. (46 cm).
Over 2kV, not over 15kV……	2 ft. 0 in. (61 cm).
Over 15kV, not over 37kV……	3 ft. 0 in. (91 cm).
Over 37kV, not over 87.5kV……	3 ft. 6 in. (107 cm).
Over 87.5kV, not over 121kV……	4 ft. 0 in. (122 cm).
Over 121kV, not over 140kV……	4 ft. 6 in. (137 cm).

	Kateri Powerline Solutions LLC	
	Assured Equipment Grounding Conductor Program (GFCI)	Reference: 29 CFR 1926.404
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 3

1 Assured Equipment Grounding Conductor Program (GFCI)

1.1 The assured equipment grounding conductor program covers all cord sets, receptacles which are not a part of the permanent wiring of the building or structure, and equipment connected by cord and plug which are available for use or used by employees.

1.2 Kateri Powerline Solutions LLC has developed the following policy on assured equipment grounding conductors to comply with health safety and environmental regulations set out by the clients this company works for.

1.3 It is a requirement of Kateri Powerline Solutions LLC that assured equipment grounding conductors (GFCI) will be used always while operating equipment that requires electricity.

2 Competent Person

2.1 Jon Manikateri is the competent person responsible for the program.

3 Inspections

3.1 Daily, prior to the start of any work activates requiring electricity, an inspection must be done on all cords and equipment.

3.2 The inspection will look for any signs of damage or defectiveness visible to the naked eye. If the equipment is deemed to be damage or defective it must be removed from service immediately.

4 Testing

4.1 It is a requirement of Kateri Powerline Solutions LLC that all equipment grounding conductors must be tested for continuity and must be electrically continuous.

4.2 Each receptacle and attachment cap or plug must be tested for correct attachment of the equipment grounding conductors.

4.3 All assured equipment grounding conductors will be tested prior to:

4.3.1 First use,

4.3.2 return from service,

4.3.3 any repairs.

4.3.4 After any incident involving reasonably suspected damage. (for example, when a cord set is run over)

4.4 Testing must be completed at intervals not to exceed 3 months, except that cord sets and receptacles which are fixed and not exposed to damage shall be tested at intervals not exceeding 6 months.

4.5 Kateri Powerline Solutions LLC will not make available or permit the use by employees of any equipment which has not met the requirements set out in this program.

5 Recording

5.1 It is a requirement of Kateri Powerline Solutions LLC to record all test that are conducted This test record will identify each:

5.1.1 receptacle,

5.1.2 cord set,

5.1.3 and cord- and plug-connected equipment that passed the test.

5.2 The record will indicate the last date it was tested or the interval for which it was tested. This record will be kept by means of logs and will be maintained until replaced by a more current record. The record will be made available on the jobsite for inspection by the Assistant Secretary and any affected employee.

5.3 The program requires that the grounding conductor be connected to its terminal:

5.3.1 (1) Before each use,

5.3.2 (2) Before equipment is returned to service following any repairs,

5.3.3 (3) Before equipment is used such as when a cord has been run over,

5.3.4 (4) At intervals not to exceed three months,

5.3.5 (5) Cord sets and receptacles which are fixed and not exposed to damage must be tested in intervals not exceeding six months.

5.4 Tests performed under the program must be recorded as to the identify each receptacle, cord set, and cord and plug connected equipment and whether or not the aforementioned passed the test.

5.5 The documentation must include the last date tested or the interval for which it was tested.

5.6 The company documentation must be kept by log, color coding, or any other effective means and be retained.

5.7 The program requires that the records of such inspections be maintained at the job site for inspection by affected company employees and the Assistant Secretary.

6 What Are Some Other Ways to Prevent Electrical Injury?

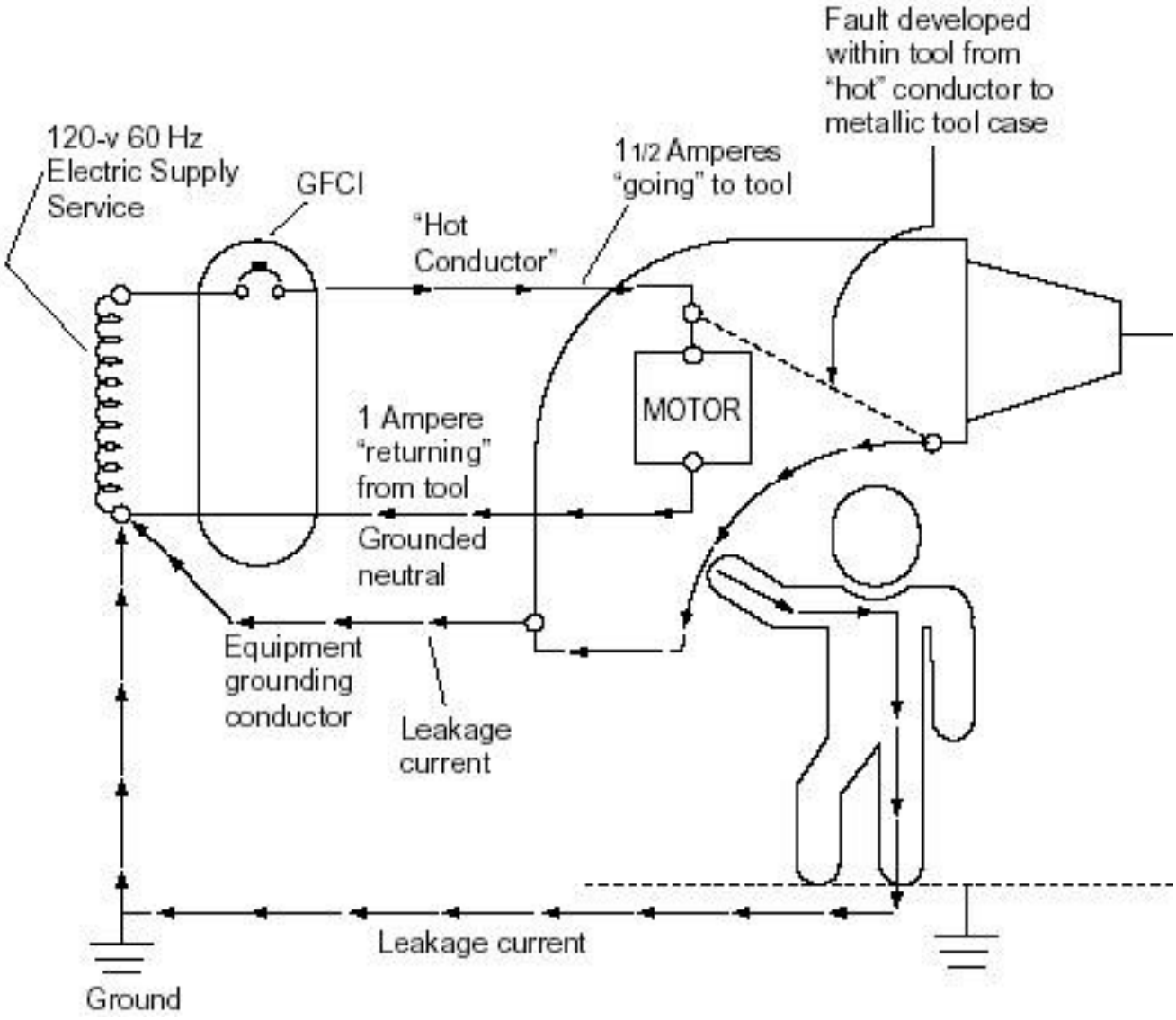
6.1 Insulation and grounding are two recognized means of preventing injury during electrical equipment operation. Conductor insulation may be provided by placing nonconductive material such as plastic around the conductor. Grounding may be achieved through the use of a direct connection to a known ground such as a metal, cold water pipe.

6.2 Consider, for example, the metal housing or enclosure around a motor or the metal box in which electrical switches, circuit breakers, and controls are placed. Such enclosures protect the equipment from dirt and moisture and prevent accidental contact with exposed wiring, however, there is a hazard associated with housings and enclosures. A malfunction within the equipment—such as deteriorated insulation—may create an electrical shock hazard. Many metal enclosures are connected to a ground to eliminate the hazard.

6.3 If a “hot” wire contacts a grounded enclosure, a ground fault results which normally will trip a circuit breaker or blow a fuse. Metal enclosures and containers are usually grounded by connecting them with a wire going to ground. This wire is called an equipment grounding conductor. Most portable electric tools and appliances are grounded by this means. There is one disadvantage to grounding: a break in the grounding system may occur without the user's knowledge.

6.4 Insulation may be damaged by hard usage on the job or simply by aging. If this damage causes the conductors to become exposed, the hazards of shocks, burns, and fire will exist. Double insulation may be used as additional protection on the live parts of a tool, but double insulation does not provide protection against defective cords and plugs or against heavy moisture conditions.

7 Ground-Fault Circuit Interrupter



7.1 GFCI monitors the difference in current flowing into the "hot" and out to the grounded neutral conductors. The difference (1/2 ampere in this case) will flow back through any available path, such as the equipment grounding conductor, and through a person holding the tool, if the person is in contact with a grounded object.

CHAPTER 4

1 Behavior Based Safety Program

1.1 The goal of a Behavior Based Safety process is to create a total safety culture in the workplace.

1.2 The process focuses on observing and correcting behaviors, not attitudes, that are critical to safety.

1.3 Employee behavior is measurable; attitudes are not. But Behavior-Based Safety can affect attitudes. Behavior-Based Safety is successful because it fully engages the entire workforce.

1.4 Kateri Powerline Solutions LLC has developed the following policy on Behavior Based Safety to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vest, hard hats, work boots, work gloves, eye & ear.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees on Behavior Based Safety.

4.2 This training will include:

4.2.1 Program objectives and incident metrics reviewed,
4.2.2 How to conduct the observation,
4.2.3 How to complete the observation form,
4.2.4 What do the behaviors mean,
4.2.5 Feedback training and role play (mentoring and coaching),
4.2.6 Employees should be aware they may be observed at any time.

5 Design Team

5.1 A design team will be composed of hourly workers, supervisors, managers and safety personnel.

5.2 The team designs forms, establishes training protocol, collects data, sets goals, and identifies roles and responsibilities for the Behavior-Based Safety process.

6 Identify Critical Behaviors

6.1 Identify critical behaviors that are causing or have the potential to cause injury

6.2 These steps will help you identify behaviors that need to be changed.

6.3 Why the employee is performing these tasks in an unsafe manner.

6.4 Steps to identify critical behaviors:

6.4.1 Look at incident trends to determine which processes carry the greatest risk for incidents.

6.4.2 Conduct a hazard evaluation of the facility to determine the areas that have the greatest risk for an incident.

6.4.3 Look at tasks that have the potential for serious injury or death.

6.4.3.1 An example would be a confined space entry operation into a vessel that contains a toxic chemical.

6.5 Once the critical behaviors have been identified, ensure that effective engineering and/or administrative controls have been implemented.

6.6 Eliminating the hazard should be the first priority.

6.7 You can then work on changing behaviors.

6.8 Pinpoint those practices:

6.8.1 After the behaviors have been identified, break down each step in the process.

6.8.2 The steps should be detailed enough so that independent observers evaluating the same employee will get the same results.

6.8.3 For example, one of the items on the checklist is personal protective equipment (PPE). Be specific about what PPE is required. Don't leave it up to the observer to decide.

6.9 Break down the task into the following four critical behaviors:

6.9.1 PPE – Determine what personal protective equipment is required to perform the task. Be specific so that the person conducting the observation knows exactly what to look for.

6.9.2 Housekeeping – The observer will evaluate the work area and document its condition.

6.9.3 Using Tools and Equipment – The observer needs to know the appropriate tools and equipment that are to be used while performing this task. They should also understand how the tools are to be used safely.

6.9.4 Body Positioning/Protection – The observer will determine if the employee is performing the task in a manner that will protect him from strains, falling objects, exposure to a sudden release of chemicals, etc.

7 Behavior Observation Checklist

7.1 Observation checklists help provide direct, measurable information on employees' work practices.

7.2 The observer must use the checklist to document employees performing their routine task(s).

7.3 The observer must record safe and unsafe behaviors on the checklist.

7.4 This information will be used to provide feedback and measure progress toward goals.

7.5 Use the critical behaviors and practices you identified to develop the checklist.

7.6 Limit the checklist to 5 – 10 critical behaviors. This will make it simple and easy to use.

7.7 An example of a checklist for a grinding operation is shown on the next page:

7.8 Behavior Observation Checklist

Observer:		**Date:**	
Department:		**Time:**	

Operating Procedures	**Safe**	**At Risk**	**Comments**	**% Safe**
PPE: Using required personal protective equipment. Face shield, safety glasses, gloves and hearing protection				
Housekeeping: Work area maintained safely (e.g., trash and scrap picked up, no spills, walk ways clear, materials and tools organized)				
Using Tools and Equipment Guards are in place, tool rest adjusted to within 1/8," grinding wheel in good condition, grinder secured				
Body Positioning/Protecting Hand positioned to avoid pinch point.				

*To determine percent safe, divide number of safe observations by the total number of observations for each task.

8 Observation and Feedback Procedures

8.1 Observation and feedback are the most important components of the Behavior-Based Safety process.

8.2 Observation provides the data that makes this process uniquely effective.

8.3 Frequent, objective, feedback is essential in maintaining any safe behavior.

8.4 Provide positive feedback for safe behaviors, and non-threatening, instructive feedback on how to correct unsafe behaviors.

8.5 Finalize the checklist, then follow these steps to design the observation and feedback procedures:

8.5.1 Determine who will conduct the observations.

8.5.2 Determine the frequency of the observations.

8.5.3 Develop the observation procedures.

8.5.4 Determine who will provide feedback and when.

8.5.5 Give training on conducting observations and providing feedback.

9 Who will Conduct Observations

9.1 Observers will include members of the design team and additional volunteers.

9.2 One observer will be obtained from each shift or department.

9.3 Management must also allow observers and other design team members the time needed to participate in this process.

10 Frequency of Observations

10.1 The risks associated with the task will determine whether the observations are performed daily, weekly, or monthly.

10.2 If the task is high risk, the observations will be conducted daily.

10.3 Different levels of management may also conduct observations at different intervals. Peers may conduct observations weekly, supervisors biweekly, and management monthly. Having management periodically conduct observations will help with quality control.

11 Observation procedures

11.1 The observer will watch the employee work, and will use the checklist to record the number of safe and unsafe acts the employee performs.

11.2 The observations should take no longer than 15 – 20 minutes to complete.

11.3 In the example on the next page, the observer will also record the number of times appreciative and constructive feedback was given.

11.4 Positive feedback is given immediately to employees who exhibit safe behaviors.

11.5 Constructive feedback is given in a non-threatening manner to employees who exhibit unsafe behaviors.

11.6 The objective is to point out the unsafe behaviors the employee is performing, as well as the safe behaviors he should be performing.

12 Safety Observation Checklist

Observer:		**Date:**	
Department:		**Time:**	

Conditions	**Safe**	**At-Risk**	**Apprec. Feedback**	**Constr. Feedback**	**% Safe**
1. Forklift warning devices operational	4	1			80
2. Forklift driver's compartment free of debris	2	5			29
3. Forklift propane tank clamps locked in place	5	1			83

12 Safety Observation Checklist Continued

Behaviors	Safe	At-Risk	Apprec. Feedback	Constr. Feedback	% Safe
1. Operator's driver's license displayed above the waist	7				100
2. Forks 6" or less from ground when traveling	3	2		1	60
3. Seat belts worn during forklift operation		5		2	0
4. Sets parking brake, puts forks to floor, puts gear in neutral, and shuts off when leaving forklift unattended	1				100
5. Sounds horn when exiting trailer		2			0
6. Wears authorized safety footwear, gloves and eye protection	4	1	2		80
7. Uses approved lift cage when transporting or elevating people					-----
8. Removes freight from side of forks	3		3		100
Comments:					

*To determine percent safe, divide number of safe observations by the total number of observations for each task.

13 Who will Provide Feedback and When

13.1 Who will provide the feedback?

13.1.1 Employees will be trained to be coaches,

13.1.2 Feedback will be assigned to specific positions.

13.2 How often will feedback be given?

13.2.1 Daily or weekly feedback will be conducted based on the risks associated with job tasks, the number of targeted employees, whether different areas or levels of employee will coach at different frequencies, and whether feedback is voluntary or required.

13.2.2 The feedback is typically given immediately following the observation.

13.2.3 The observer lets the employee know which critical behaviors they are performing safely and which ones they are performing unsafely.

13.2.4 In the course of the discussion, the observer may uncover system barriers to safe performance. During the feedback session, the observer asks the employee why he is not wearing a face shield.

13.2.5 The observer may learn that the face shield the employee had been using was cracked and there were no others available. If the unsafe behavior may call for a disciplinary action, a peer should not provide feedback.

13.2.6 The supervisor should deal with the concern.

13.2.7 Feedback should also be given to the department as a whole. The safe and unsafe behaviors being observed should be discussed with everyone so the department can make needed corrections.

14 Identify & Set Improvement Goals

14.1 Setting improvement goals increases the effectiveness of feedback and the success of the Behavior-Based Safety process.

14.2 These goals should be based on the workers' perceptions of their work practices and how they can improve.

14.3 Action plans are then developed to support their efforts and help them achieve their goals.

14 Identify & Set Improvement Goals Continued

14.4 These goals can take different forms:

14.4.1 Percent safe goals:

14.4.1.1 These goals can be based on safe work practices observed.

14.4.1.2 They must be based on a realistic evaluation of the area's level of safety.

14.4.1.3 They should also be set for a short time period. One to three months is common.

14.4.2 Process goals:

14.4.2.1 These goals focus on improving a specific work practice, such as using proper lifting techniques. If any employee is observed using unsafe lifting techniques, the goal could be to reduce the percentage of times that technique is observed.

14.4.3 Implementation Goals

14.4.3.1 These goals focus on maintaining the Behavior-Based Safety process. An example would be setting a goal to increase the number of observations conducted in a week.

14.5 The first step in developing goals is to develop a baseline.

14.6 Conduct the observations for at least 4 weeks to develop the baseline.

14.7 After the baseline is developed, compare future observations with the baseline, and track them for improvements.

14.8 For example: If there were 20 items on the checklist, and the worker performed 17 of them safely, then he would get a score of 85% safe.

14.9 The improvement between observations could be graphed and displayed for employees to view.

14.10 When the graph shows improvement, it provides positive reinforcement feedback to employees.

15 Procedures for Providing Positive Reinforcement

15.1 Providing positive reinforcement when employees improve or attain goals is the key to a successful Behavior-Based Safety process.

15.2 Positive reinforcement usually takes one of these forms:

15.2.1 Immediate verbal feedback.

15.2.2 Graphical feedback placed in strategic locations in the workplace.

15.2.3 Weekly/monthly briefings, during which the observation scores are analyzed to provide detailed feedback about specific behaviors.

15.2.4 Plan training and kickoff meetings.

15.3 For the Behavior-Based Safety process to be successful, employees will need training in these areas:

15.3.1 The rationale and basic theory of the Behavior-Based Safety process,

15.3.2 Observation skills,

15.3.3 Use of the checklist,

15.3.4 The observation procedure,

15.3.5 Feedback skills,

15.3.6 Leading meetings to review safety data,

15.3.7 Job-related skills identified on the safety checklist.

15.4 This training can be accomplished by:

15.4.1 Individual coaching (tell, show, observe and provide feedback),

15.4.2 Mentors,

15.4.3 Seminars or workshops,

15.4.4 Videos and slides.

16 Action Plans

16.1 Once trend analysis is complete, appropriate action plans will be developed to address unsafe behaviors.

16.2 Action planning will include:

16.2.1 Evaluate unsafe behaviors from trend analysis and prioritize,

16.2.2 Develop action plan for unsafe behaviors based on comments and feedback from data sheets,

16.2.3 Designate responsible parties and timeframes within the action plan,

16.2.4 Define who is responsible for action planning,

16.2.5 Ensure management support.

17 Measure Success

17.1 The success of the Behavior-Based Safety process can be measured in different ways.

17.2 Reaching the goals that you set is one measurement of success.

17.3 If employees are performing their tasks with a higher percentage of safe behaviors, injuries are less likely to occur.

17.4 Incident rate can be calculated at the beginning of the process and evaluated at different intervals.

17.5 The decrease in unsafe behaviors should correlate with a decrease in the incident rate.

17.6 Incident rate is calculated by multiplying the number of claims by 200,000 and dividing that by total man-hours worked.

17.7 Individual departments, as well as Kateri Powerline Solutions LLC as a whole, will compare these measurements and track these results by an acceptable method so that numerical and statistical comparisons can be made over time.

CHAPTER 5

1 Bloodborne Pathogens Program

1.1 The program covers Bloodborne pathogens which are infectious microorganisms in human blood that can cause disease in humans. These pathogens include, but are not limited to, hepatitis B (HBV), hepatitis C (HCV) and human immunodeficiency virus (HIV).

1.2 Kateri Powerline Solutions LLC has developed the following policy on Bloodborne Pathogens to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting with signatures.

2.2 Training Records: Must be kept for 3 years.

2.3 Hepatitis B Vaccine: Required for those with occupational exposure.

2.4 Medical Records: Must be kept for duration of employment plus 30 years.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 It is the policy of Kateri Powerline Solutions LLC that training will be provided at the time of initial assignment for employees whose job duties pose a risk of infection from bloodborne pathogens or have the potential to be exposed to bodily fluids.

4.2 Training must be conducted at least annually thereafter.

4.3 Training records will be kept for a minimum of 3 years.

5 Universal Precautions

5.1 It is a requirement of Kateri Powerline Solutions LLC that employees whose job duties pose a risk of infection from bloodborne Pathogens follow the following universal precautions:

5.2 Employees to observe Universal Precautions to prevent contact with blood or other potentially infectious materials (OPIM).

5.3 Under circumstances in which differentiation between body fluid types is difficult or impossible, all body fluids shall be considered potentially infectious materials.

5.4 Treat all blood and other potentially infectious materials with appropriate precautions such as:

5.5 Use gloves, masks, and gowns if blood or OPIM exposure is anticipated.

5.6 Use engineering and work practice controls to limit exposure.

6 Exposure Control Plan

6.1 It is the policy of Kateri Powerline Solutions LLC to have the exposure control plan readily available to employees when the job warrants such an exposure plan.

6.2 The Exposure Control Plan will be reviewed and updated at least annually and whenever necessary to reflect new or modified tasks and procedures which affect occupational exposure and to reflect new or revised employee positions with occupational exposure.

6.3 An exposure determination must be made without regard to the use of personal protective equipment.

6.4 The various types of bodily fluids that the affected company employees can reasonably be exposed to in the workplace to include, but is not limited to blood, mucus, and saliva.

7 Handwashing Facilities

7.1 Handwashing facilities or antiseptic hand cleanser will be available to all employees whose job duties pose a risk of infection from bloodborne pathogens.

8 Personal Protective Equipment

8.1 Personal protective equipment will be provided to all employees at no cost and must be used, whose job duties pose a risk of infection from bloodborne pathogens. For Example:

8.1.1 Latex/Non-Latex Gloves,

8.1.2 Masks,

8.1.3 Aprons/long sleeves.

8.2 Personal protective equipment will be repaired or replaced as need by Kateri Powerline Solutions LLC

9 Equipment/Working Surfaces

9.1 Any equipment in contact with blood or other infections material must be decontaminated.

10 Vaccines

10.1 It is a requirement of Kateri Powerline Solutions LLC to provide employees at no cost with the Hepatitis B vaccination whose job duties pose a risk of infections from occupational exposure to bloodborne pathogens.

11 Medical Records

11.1 Medical record will be kept for each employee with occupational exposure for a minimum of 30 years after the duration of employment.

12 Warning & Signs

12.1 Warning labels and signs must be used to warn employees of items containing blood or other potentially infectious material.

13 OPIM is defined as:

13.1 The following human body fluids: semen, vaginal secretions, cerebrospinal fluid, synovial fluid, pleural fluid, pericardial fluid, peritoneal fluid, amniotic fluid, saliva in dental procedures,

13.2 Any bodily fluid that is visibly contaminated with blood, and all body fluids in situations where it is difficult or impossible to differentiate between body fluids;

13.2.1 Any unfixed tissue or organ (other than intact skin) from a human (living or dead); and

13.2.2 HIV-containing cell or tissue cultures, organ cultures, and HIV- or HBV-containing culture medium or other solutions; and blood, organs, or other tissues from experimental animals infected with HIV or HBV.

14 CDC Standard Precautions

14.1 The CDC recommends these Standard Precautions for the care of all patients, regardless of their diagnosis or presumed infection status.

14.1.1 Standard precautions include the use of: hand washing, appropriate personal protective equipment such as gloves, gowns, masks, whenever touching or exposure to patients' body fluids is anticipated.

14.1.2 Transmission-based precautions can be used for patients with known or suspected to be infected or colonized with epidemiologically important pathogens that can be transmitted by airborne or droplet transmission or by contact with dry skin or contaminated surfaces. These precautions should be used in addition to standard precautions.

14.1.3 Airborne Precautions, Droplet Precautions, and Contact Precautions. May be combined for diseases that have multiple routes of transmission. When used either singularly or in combination, they are to be used in addition to Standard Precautions.

14.1.3.1 Airborne Precautions used for infections spread in small particles in the air such as chicken pox.

14.1.3.2 Droplet Precautions used for infections spread in large droplets by coughing, talking, or sneezing such as influenza.

14.1.3.3 Contact Precautions used for infections spread by skin to skin contact or contact with other surfaces such as herpes simplex virus.

15 Post Exposure

15.1 An exposure incident to bloodborne pathogens is defined as an eye, mouth, other mucous membrane, non-intact skin, or parenteral contact with blood or other potentially infectious materials that results from the performance of an employee's duties.

15.2 It is the policy of Kateri Powerline Solutions LLC to include Good Samaritan acts performed by an employee at the work site.

15.3 Whenever an exposure occurs, wash the contaminated skin immediately with soap and water.

15.4 Immediately flush contaminated eyes or mucous membranes with copious amounts of water.

15.5 Medically evaluate exposed employees as soon as possible after the exposure incident in order that post-exposure prophylaxis, if recommended, can be initiated promptly.

15.6 The medical evaluation is to include the route(s) of exposure and the exposure incident circumstances; identification and documentation of the source individual, where feasible; exposed employee blood collection and testing of blood for HBV and HIV serological status; post-exposure prophylaxis, where indicated; counseling; and evaluation of reported illnesses.

15.7 Source test results and identity will be disclosed to the exposed employee according to applicable laws and regulations concerning disclosure and confidentiality.

15.8 Kateri Powerline Solutions LLC has chosen a provider for hepatitis B vaccinations and medical evaluations and post-exposure follow-up after an exposure incident and has a copy of the Bloodborne Pathogen standard, 1910.1030.

16 Exposure Determination

16.1 Although there is not a large risk of exposure in our industry, Kateri Powerline Solutions LLC has tried to identify exposure situations that employees may encounter.

16.2 The following page lists all employees with any reasonable potential for exposure, their titles and the reasons they may find themselves in an exposure situation.

16.2.1 For example, all supervisors who are trained in first aid and may have an occupational exposure in the event of an accident are listed.

16.3 The initial list was compiled on or before 7/25/2022.

16.4 Jon Manikateri will work with department managers and supervisors to revise and update these lists as our tasks, procedures and classifications change.

17 Work Activities Involving Potential Exposure to Bloodborne Pathogens

17.1 Listed below are the names, titles and job responsibilities that may bring these individuals into contact with human blood or other potentially infectious materials, which may result in exposure to bloodborne pathogens:

Name	Title	Job Responsibilities

18 Bloodborne Pathogens Compliance Program

18.1 Kateri Powerline Solutions LLC understands that there are a number of areas that must be addressed to effectively eliminate or minimize exposure to bloodborne pathogens in any business, and although not all need to be fully addressed, each will be discussed to ensure that all areas are considered. The first four areas addressed in our plan are:

18.1.1 Use of “universal precautions”,

18.1.2 Establishment of appropriate engineering controls and work practice controls,

18.1.3 Use of necessary personal protective equipment (PPE),

18.1.4 Implementation of appropriate housekeeping.

18.2 Each of these areas is reviewed with employees during their bloodborne pathogens training. By rigorously following the requirements of the Occupational Safety and Health Administration (OSHA’s) Bloodborne Pathogens Standard in these four areas, Kateri Powerline Solutions LLC not only comply with OSHA’s standard but also eliminate or minimize its employees’ occupational exposure to bloodborne pathogens as much as possible.

19 Universal Precautions

19.1 In the business, which includes all off-site work locations, as well as the shop, Kateri Powerline Solutions LLC has begun the practice of “universal precautions.”

19.2 As a result, all human blood and bodily fluids are treated as though they are known to be infected with Hepatitis B Virus (HBV), Human Immunodeficiency Virus (HIV) and other bloodborne pathogens.

19.3 In circumstances where it is difficult or impossible to differentiate between body fluid types, it is assumed that all body fluids are potentially infectious.

19.4 Jon Manikateri is responsible for overseeing the Universal Precautions Program.

20 Engineering and Work Practice Controls

20.1 Engineering controls are controls that isolate or remove bloodborne pathogens hazards from the workplace.

20.2 Work practice controls reduce the likelihood of exposure by altering the manner in which a task is performed.

20.3 In our industry, blood or other bodily fluids are not worked with in an occupational manner; any exposure to these potentially hazardous substances by anyone other than the cleaning staff is almost always the result of an accident.

20.4 There is continual work to create safer working conditions for employees so that accidents will not occur, and all aspects of the safety program constitute work practice controls.

20.5 Additional controls take the form of personal protective equipment (PPE), hand washing and other controls that occur immediately during and after an accident on a job site.

20.6 Listed below are potential exposure situations and the engineering or work precautions taken to minimize risks.

20.7 Jon Manikateri is responsible for the Engineering and Work Practice Controls program.

Potential Exposures	Precaution

20.8 This list is re-examined during an annual exposure control plan review, and opportunities for new or improved controls are identified.

20.9 Any existing equipment is checked for proper function and needed repair or replacement every 3 months by the supervisor of the crew or job site.

21 Personal Protective Equipment

21.1 Personal protective equipment is employees' line of defense against bloodborne pathogens. Because of this, Kateri Powerline Solutions LLC provides (at no cost to the employees) the PPE they need to protect themselves against exposures.

21.2 Kateri Powerline Solutions LLC shall ensure that PPE is used unless the employee temporarily and briefly declined to use PPE in rare circumstances.

21.3 PPE at the office and work sites include:

21.4 Jon Manikateri is responsible for ensuring that all work sites have appropriate PPE available for employees.

21.5 Employees are trained regarding the need for appropriate PPE for their job responsibilities. Additional training is provided when necessary, for example, if an employee takes a new position or if new job functions are added to his current position.

21.6 To ensure that PPE is not contaminated and is in the appropriate condition to protect employees from potential exposure, our Kateri Powerline Solutions LLC adheres to the following practices:

21.6.1 All PPE is inspected periodically and repaired or replaced, as needed, to maintain effectiveness.

21.6.2 Single-use PPE is disposed of immediately after use.

21.7 To make sure that this equipment is used as effectively as possible, employees adhere to the following practices when using their PPE:

21.7.1 Any garments penetrated by blood or other body fluids are removed as soon as feasible.

21.7.2 All potentially affected PPE is removed prior to leaving the work area.

21.7.3 Gloves are worn whenever an employee anticipates handling or touching contaminated items or surfaces.

21.7.4 Disposable gloves are replaced as soon as practical after contamination or when they are torn, punctured or otherwise lose their ability to function as an exposure barrier.

22 Housekeeping

22.1 Maintaining its shop, office and work sites in clean and sanitary condition is an important part of Kateri Powerline Solutions LLC's exposure control plan.

22.2 Employees are trained to promptly dispose of or clean any surface that comes into contact with bodily fluids, in keeping with the other sections of this program.

22.3 There is no reason to anticipate regular exposure to bodily fluids by employees, other than the janitorial staff, so there is no routine schedule for decontamination at work sites.

22.4 The janitorial staff employs the following practices:

22.4.1 All equipment and surfaces are cleaned and decontaminated after contact with blood or other potentially infectious material.

22.4.2 Protective coverings (such as plastic trash bags) are removed and replaced at the end of the work shift if they have been contaminated during the shift.

22.4.3 All trash containers, pails and bins are routinely cleaned and decontaminated as soon as possible after contaminated.

22.5 Jon Manikateri is responsible for overseeing the cleaning and decontamination process and making sure that it is carried out regularly.

22.6 Kateri Powerline Solutions LLC is very careful in its facility and on its work sites when handling regulated waste (including used bandages, tissues, feminine hygiene products and any other potentially infectious materials).

22.6.1 They are discarded or bagged in containers that are:

22.6.2 Closeable,

22.6.3 Puncture-resistant,

22.6.4 Leak-proof (if the materials have the potential to leak,

22.6.5 Red in color or labeled with the appropriate biohazard warning label.

22.7 Containers used for these purposes are placed in appropriate locations within easy access of employees and as close as possible to the sources of the waste.

22.8 Waste containers are maintained upright and not allowed to overfill.

22.9 Whenever employees move containers of regulated waste from one area to another, the containers are immediately closed and placed inside a secondary container, if leakage is possible from the first container.

22.10 Jon Manikateri is responsible for the collection and handling of the facility's contaminated waste.

23 Hepatitis B Vaccination Employee List

23.1 For the purposes of compliance with the Occupational Safety and Health Administration's General Duty Clause, Kateri Powerline Solutions LLC has prepared a written exposure control plan and implemented a training program on bloodborne pathogens.

23.2 The majority of employees are not exposed to bloodborne pathogens, and any exposure would be the result of an on-the-job accident only.

23.3 For this reason, Hepatitis B vaccinations are not offered, except to those employees required by the company to be certified in first aid and any members of the janitorial staff employed by this business.

23.4 If a janitorial company contracts with Kateri Powerline Solutions LLC, vaccination will not be offered to those employees.

23.5 Employees who have been offered the Hepatitis B vaccination include the following:

24 Declination

24.1 In the event that any employees who are offered the Hepatitis B vaccination series decide to decline the series, they must read and sign the mandatory Hepatitis B Vaccine Declination form on the next page.

25 Hepatitis B Vaccine Declination Form

25.1 I understand that because of my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring the Hepatitis B Virus (HBV).

25.2 I have been given the opportunity to be vaccinated with the Hepatitis B vaccine at no charge to me.

25.3 At this time, however, I decline the Hepatitis B vaccination.

25.4 I understand that by declining this vaccine, I continue to be at risk for acquiring Hepatitis B, a serious disease.

25.5 If in the future I want to be vaccinated with the Hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Employee	Date

Supervisor	Date

26 Post-Exposure Evaluation and Follow-Up

26.1 If employees are involved in an incident where exposure to bloodborne pathogens may have occurred, there are two efforts on which to immediately focus:

26.1.1 Investigating the circumstances surrounding the exposure incident.

26.1.2 Making sure that employees receive medical consultation and treatment (if required) as expediently as possible.

26.2 Jon Manikateri investigates every exposure incident that occurs in the company facilities or on work sites.

26.3 This investigation is initiated within 24 hours of the incident and involves gathering the following information:

26.3.1 Date and time when the incident occurred,

26.3.2 Where the incident occurred,

26.3.3 What potentially infectious materials were involved in the incident,

26.3.4 Source of the material,

26.3.5 Under what circumstances the incident occurred,

26.3.6 How the incident was caused,

26.3.7 Personal protective equipment in use at the time of exposure,

26.3.8 Actions taken as a result of the exposure (decontamination, clean-up, notifications).

26.4 After this information is gathered, it is evaluated, and a written summary of the incident and its cause is prepared.

26.5 Recommendations are then made for avoiding similar incidents in the future (see the Incident Investigation Form at the end of this section).

26.6 To make sure employees receive the best and most timely treatment when an exposure to bloodborne pathogens occurs, an evaluation and follow-up process has been set up.

26.7 The checklist at the end of this section will be used to verify that all the steps in the process have been taken correctly. This process is overseen by Jon Manikateri.

26.8 Much of the information involved in this process must remain confidential, and everything possible will be done to protect the privacy of the people involved.

26.9 As the first step in this process, an exposed employee will be provided with the following confidential information:

26.9.1 Documentation of the routes of exposure and circumstances under which the exposure incident occurred,

26.9.2 Identification of the source individual (unless protected by law).

26.10 (As previously stated, most exposure to bodily fluids will be the result of a workplace accident, and this information will be known.)

26.11 Next, if possible, the source individual's blood will be tested to determine whether the Hepatitis B Virus (HBV) and the Human Immunodeficiency Virus (HIV) is present.

26.11.1 This information will be made available to the exposed employee, if it is obtained.

26.11.2 At that time, the employee will be made aware of any applicable laws and regulations concerning disclosure of the identity and infectious status of the source individual.

26.12 Finally, the blood of the exposed employee is collected and tested for HIV and HBV, if needed.

26.13 Once these procedures have been completed, an appointment is arranged for the exposed employee with a qualified health care professional to discuss the employee's medical status.

26.13.1 This includes an evaluation of any reported illnesses, as well as any recommended treatment.

27 Information Provided to Health-Care Professionals

27.1 To assist health-care professionals, Kateri Powerline Solutions LLC forwards a number of documents to them, including the following:

27.1.1 A description of the exposure incident,

27.1.2 The exposed employee's relevant medical records,

27.1.3 Any other pertinent information.

28 The Health-Care Professionals' Written Opinion

28.1 After the consultation, health-care professionals will provide Kateri Powerline Solutions LLC with a written opinion evaluating the exposed employee's situation. In turn, a copy of this opinion will be furnished to the exposed employee.

28.2 In keeping with this process's emphasis on confidentiality, the written opinion will contain only the following information:

28.2.1 Whether the Hepatitis B vaccination is indicated for the employee,

28.2.2 Whether the employee has received the Hepatitis B vaccination,

28.2.3 Confirmation that the employee has been informed of the results of the evaluation,

28.2.4 Confirmation that the employee has been told about any medical conditions resulting from the exposure incident time require further evaluation or treatment.

28.3 All other findings or diagnoses will remain confidential and will not be included in the written report.

29 Medical Record Keeping

29.1 To ensure that as much medical information as possible is available to the participating health-care professionals, comprehensive medical records will be kept on employees.

29.2 Jon Manikateri is responsible for setting up and maintaining these records, which include the following information:

29.2.1 Name of employee,

29.2.2 Social security number of the employee,

29.2.3 Copies of the results of the examinations, medical testing and follow-up procedures that took place because of an employee's exposure to bloodborne pathogens,

29.2.4 A copy of the information provided to the consulting health-care professional.

29.3 As with all personal information, it is important that all medical records be kept confidential.

29.4 They will not be disclosed or reported to anyone without an employee's written consent (except as required by law).

30 Exposure Incident Investigation Form

Date of Incident: _____ Time of Incident: _____

Location: _____

_____

Potentially Infectious Materials Involved:

Type: _____Source:_____

Circumstances (work being performed, etc.): _____

_____

_____

How Incident Was Caused (accident, equipment malfunction, etc.): _____

_____

_____

Personal Protective Equipment Being Used:_____

Actions Taken (decontamination, clean-up, reporting, etc.): _____

_____

_____

Recommendations for Avoiding Repetition: _____

_____

_____

_____

Report Prepared by:_____ Date: _____

Supervisor: _____ Date: _____

31 Post-Exposure Evaluation and Follow-Up Checklist

31.1 The following steps must be taken, and information transmitted in the case of an employee's exposure to bloodborne pathogens:

Employee's Name: _____

Employee furnished with documentation regarding exposure incident. _____

Source individual identified: _____ Yes _____ No _____

Source individual's blood collected and tested, and results given to exposed employee. _____

_____ Consent from source individual could not be obtained.

Exposed employee's blood collected and tested. _____

Appointment arranged for employee with health-care professional. _____

Documentation forwarded to health-care professional. _____

_____ Description of exposed employee's duties

_____ Description of exposure incident, including routes of exposure

_____ Result of source individual's blood testing

_____ Employee's medical records

32 Information and Training

32.1 Having well-informed and trained employees is extremely important when attempting to eliminate or minimize employees' exposure to bloodborne pathogens.

32.2 For this reason, all employees who have the potential for exposure to bloodborne pathogens are put through a comprehensive training program and furnished with as much information as possible on this issue.

32.3 Employees will be retrained at least annually to keep their knowledge current.

32.4 Additionally, all new employees, as well as employees changing jobs or job functions, will be given any additional training their new position require at the time of their new job assignment.

32.5 Jon Manikateri is responsible for seeing that all employees who have the possibility

32.6 of being exposed to bloodborne pathogens receive this training.

33 Training Topics

33.1 The topics to be covered in our training program include, but are not limited to, the following:

33.1.1 The Occupational Safety and Health Administration's (OSHA's) Bloodborne Pathogens Standard.

33.1.2 The epidemiology and symptoms of bloodborne diseases.

33.1.3 The modes of transmission of bloodborne pathogens.

33.1.4 Kateri Powerline Solutions LLC exposure control plan (and where employees can obtain a copy).

33.1.5 Appropriate methods for recognizing tasks and other activities that may involve exposure to blood and other potentially infectious material.

33.1.6 A review of the use and limitations of methods that will prevent or reduce exposure, including:

33.1.7 Engineering and work practice controls.

33.1.8 Selection and use of personal protective equipment, including:

33.1.8.1 Types available,

33.1.8.2 Proper use,

33.1.8.3 Location,

33.1.8.4 Removal,

33.1.8.5 Handling,

33.1.8.6 Decontamination,

33.1.8.7 Disposal.

33.1.8.8 Actions to take and people to contact in an emergency involving blood or other potentially infectious materials.

33.1.8.9 The procedures to follow if an exposure occurs, including the incident reporting.

33.1.8.10 Information on the facility-provided post-exposure evaluation and follow-up, including medical consultation.

34 Training Methods

34.1 Kateri Powerline Solutions LLC's training presentations make use of several training techniques including, but not limited to:

34.1.1 Classroom-type atmosphere with personal instruction,

34.1.2 Videotape programs,

34.1.3 Training manuals and employee handouts,

34.1.4 Employee review sessions.

34.2 Because we feel employees need an opportunity to ask questions and interact with their instructors, time is set aside specifically for these activities in each training session.

35 Record Keeping

35.1 To facilitate the training of employees, as well as to document the training process, training records containing the following information are maintained:

35.1.1 Dates of all training sessions,

35.1.2 Contents/summary of the training sessions,

35.1.3 Names and qualifications of instructors,

35.1.4 Names and job titles of employees attending the training sessions.

35.2 These training records are available for examination and copying to employees and their representatives, as well as OSHA and its representatives.

36 Sharps Injury Log

Date	**Case/ Report No.**	Type of Device examples: syringe, suture needle)	**Brand Name of Device**	**Work Area where injury occurred** examples: Geriatrics, Lab)	**Brief description of how the incident occurred** (examples: procedure being done , action being performed (injection, disposal), body part injured.

37 Bloodborne Pathogens Training Roster

Date of Training: _____

Training Topic:

_____

Instructors and Their Qualifications:_____

_____

_____

_____

Attendee Name &	Attendee Signature	Attendee Job Title

CHAPTER 6

1 Cold Weather Safety / Cold Stress Program

1.1 Anyone working in a cold environment may be at risk of cold stress. Some workers may be required to work outdoors in cold environments and for extended periods, for example, snow cleanup crews, sanitation workers, police officers and emergency response and recovery personnel, like firefighters, and emergency medical technicians. Cold stress can be encountered in these types of work environment.

1.2 What constitutes extreme cold and its effects can vary across different areas of the country. In regions that are not used to winter weather, near freezing temperatures are considered "extreme cold." A cold environment forces the body to work harder to maintain its temperature. Whenever temperatures drop below normal and wind speed increases, heat can leave your body more rapidly.

1.3 Wind chill is the temperature your body feels when air temperature and wind speed are combined. For example, when the air temperature is 40°F, and the wind speed is 35 mph, the effect on the exposed skin is as if the air temperature was 28°F.

1.4 Cold stress occurs by driving down the skin temperature and eventually the internal body temperature (core temperature). This may lead to serious health problems, and may cause tissue damage, and possibly death.

1.5 Kateri Powerline Solutions LLC has developed the following policy on Cold Weather Safety to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, 3 loose layers of clothing, gloves, boots, eye, face & ear.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 All Kateri Powerline Solutions LLC employees will be trained on the hazards on working in cold environments.

4.2 Employees exposed to cold will receive initial and annual training regarding the health effects of cold exposure, proper rewarming procedures, recognition and first aid for frostbite and hypothermia, required protective clothing, proper use of warming shelters, the buddy system, vehicle breakdown procedures, and proper eating and drinking habits for working in the cold.

4.3 The training will consist of the information contained within this procedure.

4.4 Retraining will be conducted when warranted by an accident or other evidence of the employee's lack of understanding or compliance with the program.

4.5 Training will be provided for employees on how to prevent and recognize cold stress illnesses and injuries and how to apply first aid treatment.

4.6 Workers will be trained on the appropriate engineering controls, personal protective equipment and work practices to reduce the risk of cold stress.

5 Work Considerations

5.1 One aspect of the work environment that must be taken into consideration when planning and conducting projects in winter months (e.g. November through March) is the occurrence of adverse and harsh weather conditions.

5.2 An assessment will be conducted to identify the types of jobs or employees who are at risk for cold exposure.

5.3 Cold weather can cause physical discomfort, loss of efficiency, and possibly injury or death.

5.4 Jon Manikateri will be responsible for the daily monitoring of temperature and wind speed, which may result in cold stress to employees.

5.5 In addition, employees will be kept aware of the effects of cold stress. When outdoor temperatures are expected to be below (50o F), near freezing (30o F) or below, employees should pace themselves, especially if wearing heavy clothing, and take frequent rest breaks if directly involved with strenuous activities (e.g. lifting, pushing, etc.). Proper intake of non-caffeinated beverages (e.g. water, commercial electrolyte balanced drinks) is encouraged periodically throughout the workday in order to maintain proper fluid level retention and avoiding dehydration.

6 Signs & Symptoms

6.1 If an employee experiences one or more of the following:

6.1.1 Pale, cool moist skin,

6.1.2 Heavy or no sweating,

6.1.3 Muscle spasms,

6.1.4 Pain in hands, feet, or abdomen,

6.1.5 Strong, rapid, pulse rate,

6.1.6 Dizziness or nausea,

6.1.7 Confusion,

6.1.8 Fainting,

6.1.9 Red, hot, or drier than normal skin.

6.2 It is strongly advised that they should immediately sit down and attempt to alert a coworker to notify the site supervisor, who will take appropriate measures.

6.3 If a worker experiences the following disorders, especially during exhaustive, high physical activity periods outdoors in winter months:

6.3.1 Uncontrollable shivering,

6.3.2 Vague or slowed speech,

6.3.3 Memory lapses,

6.3.4 Incoherence,

6.3.5 Drowsiness,

6.3.6 Changing color of skin,

6.3.7 Decreasing blood pressure, pulse rate, or respiration.

6.4 That person may be exhibiting early warning signs of cold stress. It is imperative to get this person acclimatized to a warmer (preferably indoors, at ambient temperatures) location as soon as possible and re-hydrated with non-caffeinated, sweetened beverages.

7 Safe Work Practices

7.1 The following practices will be used to help prevent cold stress and related injuries:

7.1.1 Ensure workers have suitable clothing for working in cold conditions.

7.1.2 Postpone outdoor work if temperatures are less than 40 degrees and there is rain.

7.1.3 Conduct outdoor operations during the middle of the day to take advantage of solar heat load.

7.1.4 Provide a heated space for workers to take breaks.

7.1.5 Ensure worker stay adequately hydrated.

7.1.6 Workers and Supervisors should know the signs and symptoms of cold-related illness.

7.1.7 Workers must practice the buddy system and monitor other workers on the crew for signs and symptoms of cold-related illness.

7.1.8 Supervisors should remind workers of the dangers, and signs and symptoms of cold related illness during daily and weekly safety briefings during periods of low temperatures.

7.1.9 Workers should notify the Site Safety Officer if the worker has a medical condition that would pre-dispose him or her to cold stress. These conditions may include heart disease, high blood pressure, pulmonary diseases, obesity, lack of acclimatization, etc.

8 Walkways/Travelways

8.1 It is the policy of Kateri Powerline Solutions LLC that regularly used walkways and travelways must be sanded, salted, or cleared of snow and ice as soon as practicable.

9 Unsuitable Snow/ Ice Build-Ups

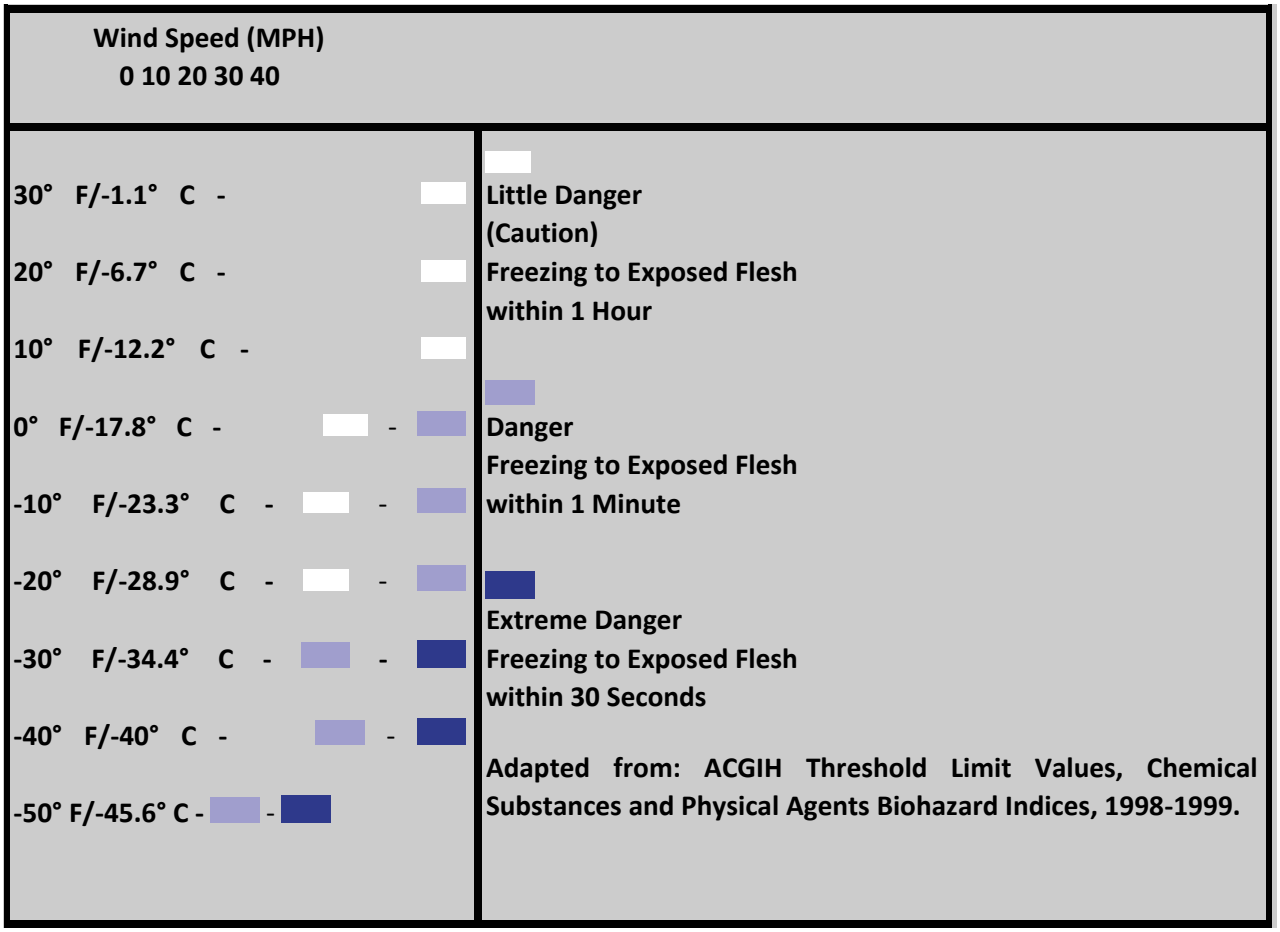
9.1 All employees of Kateri Powerline Solutions LLC will be informed of the dangers and destructive potential caused by unstable snow buildup, sharp icicles, and ice dams and know how to prevent accidents caused by them.

10 Cold Weather Supplies

10.1 Cold weather supplies must be regularly inspected and restocked when necessary.

11 The Cold Stress Equation

11.1 Low Temperature + Wind Speed + Wetness = Injuries and Illnesses



12 Risk Factors that Contribute to Cold Stress

12.1 Wetness/dampness, dressing improperly, and exhaustion.

12.2 Predisposing health conditions such as hypertension, hypothyroidism, and diabetes.

12.3 Poor physical conditioning.

13 How does the body react to cold conditions?

13.1 In a cold environment, most of the body's energy is used to keep the internal core temperature warm.

13.2 Over time, the body will begin to shift blood flow from the extremities (hands, feet, arms, and legs) and outer skin to the core (chest and abdomen).

13.3 This shift allows the exposed skin and the extremities to cool rapidly and increases the risk of frostbite and hypothermia.

13.4 Combine this scenario with exposure to a wet environment, and trench foot may also be a problem.

14 What are the most common cold induced illnesses/injuries?

14.1 Hypothermia

14.2 Frostbite

14.3 Trench Foot

15 What is Hypothermia?

15.1 Hypothermia occurs when body heat is lost faster than it can be replaced and the normal body temperature (98.6°F) drops to less than 95°F.

15.2 Hypothermia is most likely at very cold temperatures, but it can occur even at cool temperatures (above 40°F), if a person becomes chilled from rain, sweat, or submersion in cold water.

15.3 What are the symptoms of hypothermia?

15.3.1 Mild symptoms:

15.3.1.1 An exposed worker is alert.

15.3.1.2 He or she may begin to shiver and stomp the feet in order to generate heat.

12 What is Hypothermia? Continued

15.3.2 Moderate to Severe symptoms:

15.3.2.1 As the body temperature continues to fall, symptoms will worsen and shivering will stop.

15.3.2.2 The worker may lose coordination and fumble with items in the hand, become confused and disoriented.

15.3.2.3 He or she may be unable to walk or stand, pupils become dilated, pulse and breathing become slowed, and loss of consciousness can occur. A person could die if help is not received immediately.

15.4 What can be done for a person suffering from hypothermia?

15.4.1.1 Call 911 immediately in an emergency; otherwise seek medical assistance as soon as possible.

15.4.1.2 Move the person to a warm, dry area.

15.4.1.3 Remove wet clothes and replace with dry clothes, cover the body (including the head and neck) with layers of blankets; and with a vapor barrier (e.g. tarp, garbage bag). Do **not** cover the face.

15.4.1.4 If medical help is more than 30 minutes away:

15.4.1.4.1 Give warm sweetened drinks if alert (no alcohol), to help increase the body temperature. Never try to give a drink to an unconscious person.

15.4.1.4.2 Place warm bottles or hot packs in armpits, sides of chest, and groin. Call 911 for additional rewarming instructions.

15.4.1.5 If a person is not breathing or has no pulse:

15.4.1.5.1 Call 911 for emergency medical assistance immediately.

15.4.1.5.2 Treat the worker as per instructions for hypothermia, but be very careful and do not try to give an unconscious person fluids.

15.4.1.5.3 Check him/her for signs of breathing and for a pulse. Check for 60 seconds.

15.4.1.5.4 If after 60 seconds the affected worker is not breathing and does not have a pulse, trained workers may start rescue breaths for 3 minutes.

15.4.1.5.5 Recheck for breathing and pulse, check for 60 seconds.

15.4.1.5.6 If the worker is still not breathing and has no pulse, continue rescue breathing.

15.4.1.5.7 Only start chest compressions per the direction of the 911 operator or emergency medical services*

15.4.1.5.8 Reassess patient's physical status periodically.

15.4.1.5.9 Chest compression are recommended only if the patient will not receive medical care within 3 hours.

16 What is Frostbite?

16.1 Frostbite is an injury to the body that is caused by freezing of the skin and underlying tissues. The lower the temperature, the more quickly frostbite will occur.

16.2 Frostbite typically affects the extremities, particularly the feet and hands. Amputation may be required in severe cases.

16.3 What are the symptoms of frostbite?

16.3.1 Reddened skin develops gray/white patches.

16.3.2 Numbness in the affected part.

16.3.3 Feels firm or hard.

16.3.4 Blisters may occur in the affected part, in severe cases.

16.4 What can be done for a person suffering from frostbite?

16.4.1 Follow the recommendations described above for hypothermia.

16.4.2 Do not rub the affected area to warm it because this action can cause more damage.

16.4.3 Do not apply snow/water. Do not break blisters.

16.4.4 Loosely cover and protect the area from contact.

16.4.5 Do not try to rewarm the frostbitten area before getting medical help; for example, do not place in warm water. If a frostbitten area is rewarmed and gets frozen again, more tissue damage will occur. It is safer for the frostbitten area to be rewarmed by medical professionals.

16.4.6 Give warm sweetened drinks, if the person is alert. Avoid drinks with alcohol.

17 What is Immersion/Trench Foot?

17.1 Trench Foot or immersion foot is caused by prolonged exposure to wet and cold temperatures. It can occur at temperatures as high as 60°F if the feet are constantly wet.

17.2 Non-freezing injury occurs because wet feet lose heat 25-times faster than dry feet.

17.3 To prevent heat loss, the body constricts the blood vessels to shut down circulation in the feet. The skin tissue begins to die because of a lack of oxygen and nutrients and due to the buildup of toxic products.

14 What is Immersion/Trench Foot? Continued

17.4 What are the symptoms of trench foot?

17.4.1 Redness of the skin, swelling, numbness, blisters.

17.5 What can be done for a person suffering from immersion foot?

17.5.1 Call 911 immediately in an emergency; otherwise seek medical assistance as soon as possible.

17.5.2 Remove the shoes, or boots, and wet socks.

18 Dressing Properly

18.1 Dressing properly is extremely important to preventing cold stress.

18.2 The type of fabric worn also makes a difference. Cotton loses its insulation value when it becomes wet. Wool, silk and most synthetics, on the other hand, retain their insulation even when wet.

18.3 The following are recommendations for working in cold environments:

18.3.1.1 Wear at least three layers of loose fitting clothing. Layering provides better insulation. Do not wear tight fitting clothing.

18.3.1.1.1 An inner layer of wool, silk or synthetic to keep moisture away from the body.

18.3.1.1.2 A middle layer of wool or synthetic to provide insulation even when wet.

18.3.1.1.3 An outer wind and rain protection layer that allows some ventilation to prevent overheating.

18.3.1.2 Wear a hat or hood to help keep your whole body warmer. Hats reduce the amount of body heat that escapes from your head.

18.3.1.3 Use a knit mask to cover the face and mouth (if needed).

18.3.1.4 Use insulated gloves to protect the hands (water resistant if necessary).

18.3.1.5 Wear insulated and waterproof boots (or other footwear).

18.3.1.6 Keep a change of dry clothing available in case work clothes become wet.

18.3.1.7 With the exception of the wicking layer do not wear tight clothing. Loose clothing allows better ventilation of heat away from the body.

19 Safety Tips for Workers

19.1 Monitor your physical condition and that of your coworkers.

19.2 Dress properly for the cold.

19.3 Stay dry in the cold because moisture or dampness, e.g. from sweating, can increase the rate of heat loss from the body.

19.4 Keep extra clothing (including underwear) handy in case you get wet and need to change.

19.5 Drink warm sweetened fluids (no alcohol).

19.6 Use proper engineering controls, safe work practices, and personal protective equipment (PPE) provided.

19.7 If possible, heavy work should be scheduled during the warmer parts of the day.

19.8 Take breaks out of the cold.

19.9 Try to work in pairs to keep an eye on each other and watch for signs of cold stress.

19.10 Avoid fatigue since energy is needed to keep muscles warm.

19.11 Take frequent breaks and consume warm, high calorie food such as pasta to maintain energy reserves.

	Kateri Powerline Solutions LLC	
	Compressed Gas Cylinders	Reference: 29 CFR 1910.101
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 7

1 Compressed Gas Cylinders Program

1.1 The program covers Compressed Gas Cylinders. Hazards associated with compressed gases include oxygen displacement, fires, explosions, and toxic gas exposures, as well as the physical hazards associated with high pressure systems.

1.2 Special storage, use, and handling precautions are necessary to control these hazards.

1.3 Kateri Powerline Solutions LLC has developed the following policy on Compressed Gas Cylinders to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting/Certification training

2.2 Designated Storage Areas: Safety meeting

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the use of compressed gas cylinders.

4.2 The training will consist of the proper use, handling and storage of compressed gas cylinders.

5 Inspections

5.1 It is a requirement of Kateri Powerline Solutions LLC that compressed gas cylinders are visually inspected to ensure they are in safe condition.

5.2 Inspections will take place when:

5.2.1 Being put into service,

5.2.2 Taken out of service,

5.2.3 Transport or maintenance.

5.3 It is a policy of Kateri Powerline Solutions LLC that correct regulators be equipped on cylinders.

5.4 Cylinder valves and regulators must be inspected for; Dirt, Oil, Grease, and Solvents.

5.5 Regular inspection of hoses and connections for damage must take place.

5.6 Inspections will take place when:

5.6.1 Being put into service,

5.6.2 Taken out of service,

5.6.3 Transport or maintenance.

5.7 Keep hoses stored in shaded or cooler areas to prevent damage.

6 Storage

6.1 It is a requirement of Kateri Powerline Solutions LLC that cylinders must always be stored in a secure vertical position This is to ensure they do not fall over and get damaged.

6.2 Charged and empty cylinders should be stored separately with the storage layout so planned that cylinders comprising old stock can be removed first with a minimum handling of other cylinders.

6.2.1 Stored cylinders must be protected from; Heat sources, corrosion, sunlight and other sources of ignition.

6.3 Storage of cylinders must be kept away from public hallways and separated based upon the contents.

6.3.1 20 feet must be maintained between flammables and oxidizers or,

6.3.2 Firewalls with a minimum height of 5 feet and a 30-minute fire rating.

6.4 Cylinders that are not in use must be capped.

6.5 Where gases of different types are stored at the same location, cylinders should be grouped by types of gas, and the groups arranged to take into account the gases contained.

7 Storage Areas

7.1 It is the policy of Kateri Powerline Solutions LLC that cylinder storage areas must be designated and labeled for full and empty cylinders.

7.1.1 Cylinders must always be stored in designated place away from; stairs, elevators and public walkways.

7.1.2 Cylinders must not be stored in unventilated areas such as lockers or cupboards.

7.1.3 Cylinders kept inside of buildings must be securely stored in a vertical position.

7.1.3.1 The location must be dry and well ventilated.

7.2 Do not store cylinders near highly flammable substances or solvents, combustible waste material and similar substances, or near unprotected electrical connections, gas flames or other sources of ignition.

8 Cylinders/Labeling

8.1 It is a requirement of Kateri Powerline Solutions LLC that the content of compressed gas cylinders will be clearly identifiable.

8.1.1 Each cylinder must be affixed with letters at least one-inch high label or stenciled/stamped that clearly identifies the type of gas.

8.1.2 Compressed gas cylinders without legible gas identification by name must not be accepted.

8.2 Cylinder caps that cannot be removed by hand must be removed from service and tagged “DO NOT USE”

8.3 Cylinders marked “DO NO USE” must be returned to the designated storage area for return to the vendor.

8.4 It is the policy of Kateri Powerline Solutions LLC that only tools provided by the supplier are to be used to open and close cylinder valves.

8.5 Where removable caps are provided for valve protection, such caps should be kept on cylinders at all times except when cylinders are in use.

9 Cylinder Transport

9.1 It is a requirement of Kateri Powerline Solutions LLC that cylinders must be transported in a secure vertical position using a cylinder cart or basket.

9.1.1 Prior to being transported regulators must be removed and capped.

9.1.2 Cylinders must not be rolled, dropped or allowed to hit anything violently.

9.1.3 Caps must never be used to lift the cylinder.

10 Leaking Cylinders

10.1 In the event of a leaking cylinder it must be removed to an isolated area away from any ignition source.

10.1.1 Use soapy water to detect a leak.

10.1.2 DO NOT attempt repair if the leak is at the junction of the cylinder and cylinder valve.

10.1.2.1 If the leak is at the junction of the cylinder and cylinder valve the supplier must be contacted for response instructions.

11 Pressure Relief Devices

11.1 It is a requirement of Kateri Powerline Solutions LLC that compressed gas cylinders, portable tanks, and cargo tanks must have pressure relief devices installed and maintained.

12 Open Storage

12.1 Cylinders may be stored in the open but should be protected from the ground beneath to prevent rusting.

12.2 Cylinders may be stored in the sun except in localities where extreme temperatures prevail, or in the case of certain gases where the supplier's recommendation for shading must be observed.

12.3 If ice or snow accumulate on a cylinder, thaw at room temperature, or with water at a temperature not exceeding 125 F.

13 Clothing

13.1 Never use compressed gas to dust off clothing, as this may cause serious injury to the eyes or body, or create a fire hazard.

14 Empty Cylinders

14.1 It is a requirement of Kateri Powerline Solutions LLC that cylinders must be marked as "MT" and dated when empty.

14.2 Never mix gases in a cylinder and only professionals should refill cylinders.

14.3 Empty cylinders must be handled as carefully as full cylinders.

	Kateri Powerline Solutions LLC	
	Confined Space / Permit Confined Space	Reference: 29 CFR 1910.146, 1926.1207
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 8

1 Confined Space Program

1.1 The program covers confined spaces to include, but are not limited to, tanks, vessels, silos, storage bins, hoppers, vaults, pits, manholes, tunnels, equipment housings, ductwork, pipelines, etc.

1.2 Many workplaces contain areas that are considered "confined spaces" because while they are not necessarily designed for people, they are large enough for workers to enter and perform certain jobs.

1.3 A confined space also has limited or restricted means for entry or exit and is not designed for continuous occupancy.

1.4 Kateri Powerline Solutions LLC has developed the following policy on Confined Spaces to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, certification training.

2.2 Permit: Entry Permit (Required for each confined space.)

2.3 Cancelled Permit: (Must keep records 1 year.)

2.4 Communication: (RF Radio, Cell Phones, Verbal, Written)

2.5 Program Review: (Confined Space Entry program must be review annually.)

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

3.2 Prior to the start of work Jon Manikateri or their competent designee will identify all confined spaces Kateri Powerline Solutions LLC may direct employees to work.

3.2.1 Permit spaces will be identified by careful evaluation and consideration of the elements of the space.

3.3 The internal atmosphere must be tested, with a calibrated direct-reading instrument, for oxygen content, for flammable gases and vapors, and for potential toxic air contaminants.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities pose a risk from confined space entry.

4.2 Training must be done prior to:

4.2.1 Assignment of duties,

4.2.2 Change in assignment of duties,

4.2.3 Workplan deviations or,

4.2.4 In the occurrence of new hazards.

4.3 Training provided by Kateri Powerline Solutions LLC will be recorded and made available to any authorized representative or employee of Kateri Powerline Solutions LLC.

4.4 The training records will include at the minimum:

4.4.1 Employee names,

4.4.2 Trainer signatures,

4.4.3 Dates of training.

5 Signage/Barricades

5.1 Where there is risk from unauthorized entry into a confined space/permit confined space signage, barricades, barriers, etc. must be use.

5.2 Each space will be analyzed to determine the proper signage and barricades needed to protect:

5.2.1 The public (pedestrians, vehicles, etc.),

5.2.2 Entrants from external hazards and,

5.2.3 A method to detection hazardous conditions to ensure conditions are acceptable during the entry and the duration of the permit space.

6 Personal Protective Equipment

6.1 Kateri Powerline Solutions LLC will provide and maintain the necessary PPE and any other equipment to employees whose job duties pose a risk from confined space entry.

6.2 Employees of Kateri Powerline Solutions LLC are required to use the provided PPE.

7 Detection of Hazardous Conditions

7.1 If hazardous conditions are detected during entry, employees must immediately leave the space.

7.2 Kateri Powerline Solutions LLC will evaluate the space to determine the cause of the hazardous atmosphere and modify the program as necessary.

7.3 When entry to permit spaces is prohibited, Kateri Powerline Solutions LLC will take effective measures to prevent unauthorized entry.

7.3.1 Non-permit confined spaces must be evaluated when changes occur in their use or configuration and, where appropriate, must be reclassified as permit spaces.

7.4 A space with no potential to have atmospheric hazards may be classified as a non-permit confined space only when all hazards are eliminated in accordance with the standard.

7.4.1 If entry is required to eliminate hazards and obtain data, Kateri Powerline Solutions LLC will follow specific procedures in the standard.

8 Monitoring

8.1 It is a requirement of Kateri Powerline Solutions LLC that an outside attendant must be on duty for the duration of the confined space operation.

8.2 Kateri Powerline Solutions LLC does not allow a single attendant to monitor multiple confined spaces at one time.

8.3 To inform entrants of potential hazards, pre-entry testing results and continuous monitoring, Kateri Powerline Solutions LLC requires entrants participate in the permit review and signing.

8.4 Testing must be done prior to entry or any work and Ventilation must be used.

8.5 Additional monitoring may be requested by employees or their representatives and at any time.

8.6 Any employee who enters the space, or that employee's authorized representative, shall be provided with an opportunity to observe the periodic testing.

9 Assigned Duties

9.1 **Authorized Entrant**

9.2 Authorized entrants are required to:

9.2.1 Know space hazards, including information on the means of exposure such as inhalation or dermal absorption, signs of symptoms and consequences of the exposure;

9.2.2 Use appropriate personal protective equipment properly;

9.2.3 Maintain communication with attendants as necessary to enable them to monitor the entrant's status and alert the entrant to evacuate when necessary;

Authorized Entrant Continued

9.2.4 Exit from the permit space as soon as possible when:

9.2.4.1 Ordered by the authorized person;

9.2.4.2 He or she recognizes the warning signs or symptoms of exposure;

9.2.4.3 A prohibited condition exists; or

9.2.4.4 An automatic alarm is activated.

9.2.5 Alert the attendant when a prohibited condition exists or when warning signs or symptoms of exposure exist.

9.3 **Attendant**

9.4 The attendant is required to:

9.4.1 Remain outside the permit space during entry operations unless relieved by another authorized attendant;

9.4.2 Perform non-entry rescues when specified by the employer's rescue procedure;

9.4.3 Know existing and potential hazards, including information on the mode of exposure, signs or symptoms, consequences and physiological effects;

9.4.4 Maintain communication with and keep an accurate account of those workers entering the permit space;

9.4.5 Order evacuation of the permit space when:

9.4.5.1 A prohibited condition exists;

9.4.5.2 A worker shows signs of physiological effects of hazard exposure;

9.4.5.3 An emergency outside the confined space exists; and

9.4.5.4 The attendant cannot effectively and safely perform required duties.

9.5 Summon rescue and other services during an emergency;

9.6 Ensure that unauthorized people stay away from permit spaces or exit immediately if they have entered the permit space;

9.7 Inform authorized entrants and the entry supervisor if any unauthorized person enters the permit space; and

9.8 Perform no other duties that interfere with the attendant's primary duties.

9.9 Attendants must not monitor more than 1 confined space at a time.

9.10 **Entry Supervisor**

9.11 Entry supervisors are required to:

9.11.1 Know space hazards including information on the mode of exposure, signs or symptoms and consequences;

9.11.2 Verify emergency plans and specified entry conditions such as permits, tests, procedures and equipment before allowing entry;

9.11.3 Terminate entry and cancel permits when entry operations are completed or if a new condition exists;

9.11.4 Verify that rescue services are available and that the means for summoning them are operable;

9.11.5 Take appropriate measures to remove unauthorized entrants; and

9.11.6 Ensure that entry operations remain consistent with the entry permit and that acceptable entry conditions are maintained.

10 Emergency/Rescue

10.1 **Rescue Service Personnel**

10.1.1 In the event of an emergency the rescue services will be provided by the host facility.

10.1.2 In the instance Kateri Powerline Solutions LLC is required to provide rescue services, a designated rescue services personnel team will be selected.

10.1.3 Kateri Powerline Solutions LLC will ensure that designated responders are capable of responding to an emergency in a timely manner.

10.1.4 Kateri Powerline Solutions LLC will provide designated rescue service personnel “where required” to be listed on the permit, with personal protective and rescue equipment at no cost, including respirators, and training in how to use it.

10.2 Kateri Powerline Solutions LLC shall provide affected employees with the personal protective equipment (PPE) needed to conduct permit space rescues safety and train affected employees so they are proficient in the use of PPE at no cost to the employee.

10.2.1 The designated rescue service personnel also must receive the authorized entrants training and be trained to perform assigned rescue duties.

10.3 At least one rescue member must hold a current certification in first aid and CPR.

10.4 Affected employees must practice making permit space rescues at least once every 12 months by means of simulated rescue operations in which they remove dummies, manikins, or actual persons from the actual permit spaces or from representative permit spaces.

10.5 Non-entry rescue retrieval systems or methods must be used whenever an authorized entrant enters a permit space, unless the retrieval equipment would increase overall risk or would not contribute to the entrant's rescue.

10.6 Unauthorized personnel must not attempt a rescue as this could threaten their lives.

10.7 **Harnesses/Retrieval Lines**

10.7.1 Authorized entrants who enter a permit space must wear a chest or full body harness with a retrieval line attached to the center of their backs near shoulder level or above their heads. Wristlets may be used if the employer can demonstrate that the use of a chest or full body harness is not feasible or creates a greater hazard.

10.7.2 It is a requirement of Kateri Powerline Solutions LLC that the other end of the retrieval line must be attached to a mechanical device or a fixed point outside the permit space. A mechanical device must be available to retrieve someone from vertical type permit spaces more than five feet (1.524 meters) deep.

10.8 **SDS**

10.8.1 If an injured entrant is exposed to a substance for which a Safety Data Sheet (MSDS) or other similar written information is required to be kept at the worksite, that SDS or other written information must be made available to the medical facility personnel treating the exposed entrant.

11 IDLH (Immediately Dangerous to Life and Health)

11.1 It is the policy of Kateri Powerline Solutions LLC to have on-site emergency services when IDHL conditions exist while work is being done.

12 Entry Permit

12.1 Prior to entry into a confined space, it is a requirement of Kateri Powerline Solutions LLC that an entry permit must be completed.

12.2 The entry permit will be the printed/written document that controls entry into a confined space.

12.3 A permit, signed by the entry supervisor, must be posted at all entrances or otherwise made available to entrants before they enter a permit space.

12.4 The permit must verify that pre-entry preparations outlined in the standard have been completed.

12.5 The duration of entry permits must not exceed the time required to complete an assignment.

12.6 Kateri Powerline Solutions LLC shall implement the measures necessary to prevent unauthorized entry, identify and evaluate the hazards of permit spaces before employees enter them, and develop and implement the procedures necessary for safety permit space entry operations by:

12.6.1 Specifying acceptable entry conditions, providing each authorized entrant the opportunity to observe any monitoring or testing, isolating the permit space, purging, inerting, flushing, or ventilating the permit space to eliminate atmospheric hazards, providing pedestrian, vehicle, or other barriers as necessary to protect entrants from external hazards, and verifying that conditions in the permit space are acceptable for entry throughout the duration of an authorized entry.

12.7 The company will conduct atmospheric testing of a permit required confined space prior to allowing entrants into the space. The program requires that testing be conducted using a calibrated direct reading instrument and include testing for oxygen, flammable gases or vapors, and for toxic air containments. The program also requires that testing be conducted in the order previously stated. The program must state that atmospheric testing results must be revealed to requesting affected employees or their representatives.

12.8 **Entry permits must include:**

12.8.1 Name of permit space to be entered, authorized entrant(s), eligible attendants and individuals authorized to be entry supervisors;

12.8.2 Test results;

12.8.3 Tester's initials or signature;

12.8.4 Name and signature of supervisor who authorizes entry;

12.8.5 Purpose of entry and known space hazards;

12.8.6 Measures to be taken to isolate permit spaces and to eliminate or control space hazards;

12.8.7 Name and telephone numbers of rescue and emergency services and means to be used to contact them;

12.8.8 Date and authorized duration of entry;

12.8.9 Acceptable entry conditions;

12.8.10 Communication procedures and equipment to maintain contact during entry;

12.8.11 Additional permits, such as for hot work, that have been issued authorizing work in the permit space;

12.8.12 Special equipment and procedures, including personal protective equipment and alarm systems; and

12.9 Any other information needed to ensure employee safety. Before entry is authorized, the employer shall prepare an entry permit.

12.10 The entry supervisor identified on the permit shall sign it to authorize entry.

12.11 The completed permit shall be made available at the time of entry to all authorized entrants or their authorized representatives.

12.12 The duration of the permit may not exceed the time required to complete the assigned task or job identified on the permit.

13 Cancelled Entry Permits

13.1 The entry supervisor must cancel entry permits when an assignment is completed or when new conditions exist.

13.2 New conditions must be noted on the canceled permit and used in revising the permit space program.

13.3 The standard requires that all canceled entry permits be kept for at least one year.

13.4 The permit space program must be reviewed annually using the canceled permits and revised as necessary to ensure that employees participating in entry operations are protected from permit space hazards.

14 Multiple Contractors

14.1 When work is being performed by more than one contractor Kateri Powerline Solutions LLC will obtain any available information regarding permit space hazards and entry operations from the host contractor.

14.2 Kateri Powerline Solutions LLC will coordinate entry operations with the host contractor, when both host contractor personnel and contractor personnel will be working in or near permit spaces.

14.3 Kateri Powerline Solutions LLC will inform the host employer of the permit space program that the contractor will follow and of any hazards confronted or created in permit spaces, either through a debriefing or during the entry operation.

15 Alternative to a Full Permit Entry

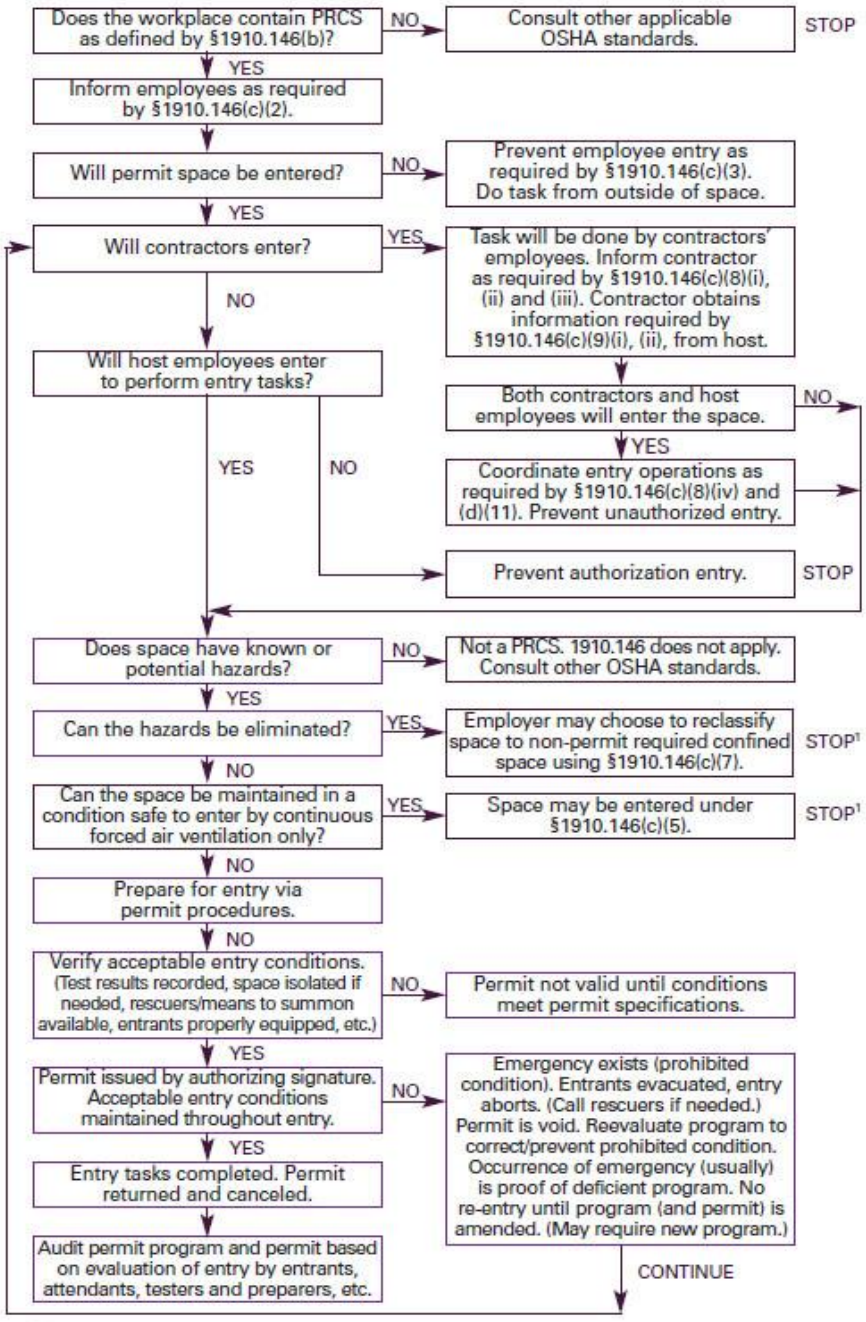
15.1 Under certain conditions described in the standard, the employer may use alternate procedures for worker entry into a permit space. For example, if an employer can demonstrate with monitoring and inspection data that the only hazard is an actual or potential hazardous atmosphere that can be made safe for entry using continuous forced air ventilation, the employer may be exempted from some requirements, such as permits and attendants. However, even in these circumstances, the employer must test the internal atmosphere of the space for oxygen content, flammable gases and vapors, and the potential for toxic air contaminants before any employee enters it. The employer must also provide continuous ventilation and verify that the required measurements are performed before entry.

16 Permit-Required Confined Space Decision Flow Chart

16.1 See next page.

	Kateri Powerline Solutions LLC	
	Confined Space / Permit Confined Space	Reference: 29 CFR 1910.146, 1926.1207
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

Permit-Required Confined Space Decision Flow Chart



[1] Spaces may have to be evacuated and reevaluated if hazards arise during entry.

Source: 29 CFR 1910.146 Appendix A.

	Kateri Powerline Solutions LLC	
KATERI POWERLINE SOLUTIONS LLC	**Confined Space / Permit Confined Space**	Reference: 29 CFR 1910.146, 1926.1207
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

17 Confined Space Entry Permit

Confined Space Entry Permit Number			
Site Location or Description:			
Purpose of Entry:			
Supervisor(s) in charge of Crew:	Phone Number	Type of Crew	Phone Number
Permit Date		Permit Duration	
Communication Procedures (Including Equipment):			
Rescue Procedures (Also see emergency contact phone numbers at end of form)			

REQUIREMENTS COMPLETED (Put N/A if item does not apply)	Date	Time	REQUIREMENTS COMPLETED (Put N/A if item does not apply)	Date	Time
Lockout/De-energize/Try-out			Supplied Air Respirator (N/A if alternate entry)		
Line(s)Broken-Capped-Blank			Respirators (Air Purifying)		
Purge-Flush and Vent			Protective Clothing		
Ventilation			Full Body Harness w/" D" ring		
Secure Area (post and Flag)			Emergency Escape Retrieval Equipment		
Lighting (explosive proof)			Lifelines		
Hotwork Permit			Standby safety personnel (N/A if alternate entry)		
Fire Extinguishers			Resuscitator – Inhalator (N/A if alternate entry)		

Confined Space Entry Permit (Continued)		
Air Monitoring		
Substance Monitored	Permissible Levels	Monitoring Results

	Kateri Powerline Solutions LLC	
	Confined Space / Permit Confined Space	Reference: 29 CFR 1910.146, 1926.1207
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Time monitored (put time) Percent Oxygen		Record the time 19.5% to 23.5%									
LEL/LFL		Under10%									
Toxic 1:		_____PEL	_____STEL								
Toxic 2:		_____PEL	_____STEL								
Toxic 3:		_____PEL	_____STEL								
Toxic 4:		_____PEL	_____STEL								
Remarks:											

Air Tester Name	ID#	Instrument(s) Used (for example: oxygen meter, combustible gas indicator, etc.)	Model # or Type	Serial # or Unit

Attendants and Entrants			
Attendant(s) Required for all confined space work except alternate entry)	ID#	Confined Space Entrants	ID#

Remarks:					
Supervisor Authorization – All conditions Satisfied Department or Phone Number					
Emergency Contact Phone Numbers:		Ambulance:		Fire:	
Safety:		Rescue Team:		Other:	

CHAPTER 9

1 Contractor-Subcontractor Working Relations Program

1.1 Working relations between the general contractor and subcontractor is vital to the success of any project.

1.2 Communication is the key to this working relationship.

1.3 Kateri Powerline Solutions LLC has developed the following policy on Contractor-Subcontractor Working Relations to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Site Specific

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Verification

4.1 It is the policy of Kateri Powerline Solutions LLC that a verification process will be conducted to ensure that on-site subcontractors are:

4.2 Competent and capable of performing their assigned duties in a safe and environmentally sound manner,

4.3 Have completed to ensure that on-site subcontractors have the appropriate licenses, registrations, and insurance to complete their work.

5 Communication

5.1 It is a requirement of Kateri Powerline Solutions LLC that prior to the start of work the contractor and subcontractor must establish clear lines of communication that includes an effective reporting relationship.

5.1.1 The aim of this process is to improve HSE performance by facilitating the interface of contractor's activities with those of the client, other contractors and subcontractors.

6 Roles & Responsibilities

6.1 It is a requirement of Kateri Powerline Solutions LLC that prior to the start of work the contractor and subcontractor must define clear roles and responsibilities.

6.1.1 Aligning the various interests and areas of responsibility requires good working relationships between the client, contractors and subcontractors.

6.1.2 This is particularly true if the subcontractor activities are difficult to monitor (e.g. distributed work groups, remote locations, transportation).

7 Emergency Action Plan

7.1 It is the policy of Kateri Powerline Solutions LLC that prior to the start of work the contractor and subcontractor will communicate the emergency response procedures and capabilities.

7.1.1 The contractor must contact subcontractors to ensure their roles in emergency response plans are known.

8 Subcontractor Performance

8.1 It is the determination of Kateri Powerline Solutions LLC to ensure that an appropriate level of oversight and monitoring will be put in place to verify subcontractor performance for the life of the contract.

8.1.1 Contractors will periodically review the HSE performance of subcontractors and verify compliance with regulatory and work-specific requirements.

CHAPTER 10

1 Disciplinary Program

1.1 The program covers the disciplinary policy for violations of safety rules.

1.2 Kateri Powerline Solutions LLC has developed the following policy on Disciplinary to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety Meetings

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

3.2 It is the responsibility of supervisors to ensure safety rules are taught and implemented.

4 Safety Violations

4.1 It is a requirement of Kateri Powerline Solutions LLC that all employees must follow all safety rules and policy.

4.1.1 Failure to follow safety rules and policy will result in a safety violation and/or termination depending on the violation.

4.2 Safety violations include:

4.2.1 Failure to wear personal protective equipment (PPE),

4.2.2 Not following verbal commands,

4.2.3 Not following written policy,

4.2.4 Horseplay and,

4.2.5 Substance abuse.

4.3 All safety violations are subject to the following:

4.3.1 Verbal warning,

4.3.2 Written warning,

4.3.3 Suspension without pay or,

4.3.4 Termination.

5 Inspections

5.1 Physical inspections will take place during the job safety analysis and as needed per job need to ensure compliance with safety rules and policies.

6 Safety Violation Form

Employee Name:	
Time & Date of Violation:	
Jobsite Location:	
Type of Violation:	
Result of Violation:	
Disciplinary Action:	

I, _____, have read/been read and understand the safety rules of this company. I agree to act in accordance with the safety rules always while working, and understand that the violation of any rule is cause for stern disciplinary action, which could include termination of employment.

Employee Signature:		Date:	
Supervisor Signature:		Date:	

File in employee's personal file, with copy given to employee.

Copy of violation must be sent to Jon Manikateri.

CHAPTER 11

1 Driving Safety Program

1.1 Kateri Powerline Solutions LLC has developed the following policy on Driving Safety to ensure the safety of our employees and comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

1.2 Roughly 475,000 large trucks with a gross vehicle weight rating of more than 10,000 pounds are involved in crashes which result in approximately 5,360 fatalities and 142,000 injuries each year. Of the fatalities, about 74 percent were occupants of other vehicles (usually passenger cars), 3 percent were pedestrians, and 23 percent were occupants of large trucks. The unsafe actions of automobile drivers are a contributing factor in about 70 percent of the fatal crashes involving trucks. More public awareness of how to share the road safely with large trucks is needed. Safe speeds save lives. Exceeding the speed limit was a factor in 22 percent of the fatal crashes.

2 Implementation

2.1 Training: Safety Meetings, DOT if required.

2.2 PPE: Safety Vests, Hard Hats, Work Gloves & Boots.

2.3 Driver Logs if required.

2.4 Vehicle Inspection Form

3 Company Vehicle Operators

3.1 It is a requirement of Kateri Powerline Solutions LLC that only authorized employees may drive/operate company vehicles.

3.2 Authorized means the employees has a valid and current license to operate the vehicle.

3.2.1 All authorized drivers will be trained and assessed.

3.3 The drivers must obey all traffic laws including possessing a valid driver's license, speed limits, signaling when changing lanes, obeying traffic lights, etc.

4 Substance Abuse

4.1 No driver of Kateri Powerline Solutions LLC is allowed to operate vehicles while under the influence of any substance or medication that may impair their driving ability.

4.2 Examples of substances are:

4.2.1 Alcohol,

4.2.2 Illegal drugs,

4.2.3 Prescription or over the counter medications, etc.

5 Kateri Powerline Solutions LLC's Safe Driving Practices

5.1 Stay Safe

5.1.1 Must use a seat belt at all times while in motion – driver and passenger(s).

5.1.2 Be well-rested before driving.

5.1.3 Avoid taking medications that make you drowsy.

5.1.4 Set a realistic goal for the number of miles that you can drive safely each day.

5.1.5 If you are impaired by alcohol or any drug, do not drive.

5.2 Stay Focused

5.2.1 Driving requires your full attention. Avoid distractions, such as adjusting the radio or other controls, eating or drinking, and talking on the phone.

5.2.2 Continually search the roadway to be alert to situations requiring quick action.

5.2.3 Stop about every two hours for a break. Get out of the vehicle to stretch, take a walk, and get refreshed.

5.3 Avoid Aggressive Driving

5.3.1 Keep your cool in traffic!

5.3.2 Be patient and courteous to other drivers.

5.3.3 Do not take other drivers' actions personally.

5.3.4 Reduce your stress by planning your route ahead of time (bring the maps and directions), allowing plenty of travel time, and avoiding crowded roadways and busy driving times.

6 Vehicles

6.1 It is a requirement of Kateri Powerline Solutions LLC that vehicles are used for their intended use.

6.2 All company vehicles of Kateri Powerline Solutions LLC will be regularly maintained to ensure safe working order.

6.3 In the instance of unsafe working order, the vehicle will be removed from service until deemed to be in safe working order again.

6.4 Vehicles will be monitored via GPS.

6.5 Drivers will communicate with Kateri Powerline Solutions LLC via cell phone, client phones.

6 Vehicles Continued

6.6 Vehicles used to transport employees must have seats firmly secured and adequate for the number of employees to be carried.

6.7 Seat belts and anchorages meeting the requirements of 49 CFR Part 571 (Department of Transportation, Federal Motor Vehicle Safety Standards) shall be installed in all motor vehicles.

6.8 All vehicles in use shall be checked at the beginning of each shift to assure that the following parts, equipment, and accessories are in safe operating condition and free of apparent damage that could cause failure while in use:

6.8.1 Service brakes, including trailer brake connections; parking system (hand brake); emergency stopping system (brakes),

6.8.2 Tires,

6.8.3 Horn,

6.8.4 Steering mechanism,

6.8.5 Coupling devices,

6.8.6 Seat belts,

6.8.7 Operating controls, and

6.8.8 Safety devices.

6.9 All defects must be corrected before the vehicle is placed in service. These requirements also apply to equipment such as lights, reflectors, windshield wipers, defrosters, fire extinguishers, etc., where such equipment is necessary.

7 Load/Limits

7.1 It is the policy of Kateri Powerline Solutions LLC to follow the manufacturer's specifications and legal limits for the vehicle.

7.2 All loads must be secured prior to putting the vehicle into motion.

7.3 Tools and material must be secured to prevent movement when transported in the same compartment with employees.

8 Traffic Violation/Collision Reporting

8.1 It is a requirement of Kateri Powerline Solutions LLC that authorized drivers must report and collisions or traffic violations to Jon Manikateri.

8.2 All motor vehicle incidents while on company business must be reported immediately to the involved company employee's supervisor(s) and when applicable law enforcement as well as the company's insurance company.

8.2.1 Failure to do so could result in termination.

9 Driver Qualification

9.1 Kateri Powerline Solutions LLC will check the driving history of all applicants through the use of a Motor Vehicle Record (MVR) before they are granted driving privileges and obtain an updated MVR for all approved drivers and annually thereafter.

9.2 MVRs will also be checked whenever an employee is involved in a motor vehicle accident.

9.3 A driver list is maintained and updated annually, including the last date of an MVR for each driver.

9.4 The approved drivers list will be recorded on the proper form and maintained by the Program Administrator.

9.5 Employees will be prohibited from operating vehicles on company business under any of the following conditions:

9.5.1 Employee does not have a valid driver's license, or the license has been suspended or revoked.

9.5.2 Employee does not have at least one year of verifiable driving experience.

9.5.3 Employee's MVR indicates more than two at-fault accidents, three moving violations, or two moving violations and one at-fault accident in the past three years.

9.5.4 Employee's MVR indicates any one of the following major violations within the past five years:

9.5.4.1 Driving under the influence,

9.5.4.2 Reckless driving/speed contests,

9.5.4.3 Hit and run,

9.5.4.4 Vehicular manslaughter/homicide,

9.5.4.5 Leaving the scene of an accident,

9.5.4.6 Fleeing/eluding a police officer,

9.5.4.7 Passing a stopped school bus,

9.5.4.8 Speeding 15 or more miles over the speed limit,

9.5.4.9 Refusing a chemical test,

9.5.4.10 Operating with a suspended or revoked license.

9.5.5 Employee has tested positive in an alcohol or drug test while in our employment.

10 Communication

10.1 The use of handheld or hands-free cell phones, or other devices that take attention away from the driving task, are prohibited by those driving company vehicles.

10.2 Passengers may use devices only if the use will not be distracting to the driver. Cell phone calls should be made prior to or at the completion of a trip.

10.3 If a call must be made during a trip, drivers must pull into a safe location and stop before making the call.

10.4 If the driver receives an incoming call while driving, they must allow the call to go to voicemail and return the call when stopped in a safe location.

10.5 Eating while driving is prohibited.

10.6 Non-alcoholic drinks may be consumed with great discretion and only in situations where driving hazards (i.e., traffic, road construction, etc.) are minimal.

11 Vehicle Inspection Form

Vehicle Plate or ID number					
Authorized Driver Name:					
Inspected Items	Pass	Fail	Inspected Items	Pass	Fail
Service Brakes			Operating Controls		
Trailer Brake Connections			Safety Devices		
Parking Brake/Emergency Brake					
Tires					
Horn					
Steering Mechanism					
Coupling Devises					
Seat Belts					
Signature:			Date:		

CHAPTER 12

1 Electrical Safety Awareness Program

1.1 Working with electricity can be dangerous. Engineers, electricians, and other professionals work with electricity directly, including working on overhead lines, cable harnesses, and circuit assemblies. Others, such as office workers and sales people, work with electricity indirectly and may also be exposed to electrical hazards.

1.2 Electricity has long been recognized as a serious workplace hazard. OSHA's electrical standards are designed to protect employees exposed to dangers such as electric shock, electrocution, fires, and explosions.

1.3 Kateri Powerline Solutions LLC has developed the following policy on Electrical Safety to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Certification where required.

2.2 PPE: Non-conductive gloves, work boots, Safety Vest.

3 Training

3.1 Electrical awareness training will be provided by Kateri Powerline Solutions LLC for all employees whose job activities involve the risk of electrical shock or hazard.

3.2 The training will cover Kateri Powerline Solutions LLC’s electrical safety work practices and,

3.3 The clearance distances that pertain to the job assignment.

4 Electrical Safe Work Practices

4.1 Assume that all overhead wires are energized at lethal voltages. Never assume that a wire is safe to touch even if it is down or appears to be insulated.

4.2 Never touch a fallen overhead power line. Call the electric utility company to report fallen electrical lines.

4.3 Stay at least 10 feet (3 meters) away from overhead wires during cleanup and other activities. If working at heights or handling long objects, survey the area before starting work for the presence of overhead wires.

4.4 If an overhead wire falls across your vehicle while you are driving, stay inside the vehicle and continue to drive away from the line. If the engine stalls, do not leave your vehicle. Warn people not to touch the vehicle or the wire. Call or ask someone to call the local electric utility company and emergency services.

4.5 Never operate electrical equipment while you are standing in water.

4.6 Never repair electrical cords or equipment unless qualified and authorized.

4.7 Have a qualified electrician inspect electrical equipment that has gotten wet before energizing it.

4.8 If working in damp locations, inspect electric cords and equipment to ensure that they are in good condition and free of defects, and use a ground-fault circuit interrupter (GFCI).

4.9 Always use caution when working near electricity.

4.10 Assume that conductors and parts of electrical equipment that are de-energized but not locked out or tagged out as energized at lethal voltages.

4.11 Always use required PPE.

5 Lockout/Tagout

5.1 It is a requirement of Kateri Powerline Solutions LLC that Lockout/Tagout must be used prior to performing any electrical work.

5.2 Lockout/tagout must be used where any employee is exposed to:

5.2.1 Contact with parts of fixed equipment or circuits which have been de-energized.

5.2.1.1 The circuits energizing the parts must be locked out, tagged or both.

6 Electrical Work

6.1 Only qualified employees of Kateri Powerline Solutions LLC may work on or with exposed energized lines or parts of equipment.

6.2 Qualified electrical workers must be skilled in the safe work practices necessary to work on energized circuits safely, be knowledgeable of the personal protective equipment that is required, and proficient in shielding and insulating tools and methods.

6.3 Only qualified employees of Kateri Powerline Solutions LLC may work in areas containing unguarded, uninsulated energized lines or parts of equipment operating at 50 volts or more.

6.4 Treat as energized. Electric lines and equipment shall be considered and treated as energized unless they have been deenergized in accordance with § 1926.961.

6.5 A qualified person must operate the equipment operating controls or otherwise verify that the equipment cannot be restarted and

6.5.1 Verify that the circuit elements and equipment parts are deenergized and determine if any energized condition exists as a result of inadvertently induced voltage or unrelated voltage back-feed even though specific parts of the circuit have been deenergized and presumed to be safe.

6. Electrical Work Continued

6.6 The qualified person must conduct tests and visual inspections to verify that all tools, electrical jumpers, shorts, grounds, and other such devices have been removed.

6.7 Employees exposed to the hazards will be warned to stay clear of circuits and equipment.

6.8 Each lock and tag must be removed by the employee who applied it.

6.9 There must be visual determination that all employees are clear of the circuits and equipment.

6.10 Work will not be performed on exposed energized parts of equipment or systems until the following conditions are met:

6.10.1 Responsible supervision has determined that the work is to be performed while the equipment or systems are energized.

6.10.2 Involved personnel have received instructions on the work techniques and hazards involved in working on energized equipment.

6.10.3 Personal protective equipment and safeguards will be provided as needed (i.e., approved insulated gloves or insulated tools) are provided and used.

6.11 Exception: The use of approved insulating gloves or insulated tools or other protective measures are not required when working on exposed parts of equipment or systems energized at less than 50 volts provided a conclusive determination has been made prior to the start of work by a qualified person that there will be no employee exposure to electrical shock, electrical burns, explosion or hazards due to electric arcs.

6.12 Rubber insulating gloves must meet the provisions of the American Society for Testing Materials (ASTM) D 120-02a, Standard Specification for Rubber Insulating Gloves, and be maintained in accordance with ASTM F 496-02a, Standard Specification for In-Service Care of Insulating Gloves and Sleeves, which are hereby incorporated by reference. Note: The ASTM F 496-02a standard contains provisions regarding the care, inspection, testing and use of insulating gloves and sleeves. Among other requirements, this standard provides that electrical retests shall not exceed 6 months for insulating gloves and 12 months for insulating sleeves and that insulating gloves and sleeves that have been electrically tested but not issued for service must not be placed into service unless they have been electrically tested within the previous twelve months.

6.13 Insulated tools must meet the provisions of the American Society for Testing Materials (ASTM) F 1505-01, Standard Specification for Insulated and Insulating Hand Tools, which is hereby incorporated by reference.

6.14 Approved insulated gloves must be worn for voltages in excess of 250 volts to ground.

6.15 Suitable barriers or approved insulating material must be provided and used to prevent accidental contact with energized parts.

6.16 Suitable eye protection has been provided and is used.

6.17 Where required for personnel protection, suitable barricades, tags, or signs are in place.

6.18 Each employee who is exposed to the hazards of flames or electric arcs wears apparel that, when exposed to flames or electric arcs, does not increase the extent of injury that would be sustained by the employee. This subsection prohibits clothing made from the following types of fabrics, either alone or in blends, unless the employee can demonstrate that the fabric has been treated with flame retardant: acetate, nylon, polyester, and rayon.

6.19 After the required work on an energized system or equipment has been completed, an authorized person will be responsible for:

6.19.1 Removing from the work area any temporary personnel protective equipment, and

6.19.2 Reinstalling all permanent barriers or covers.

7 Overhead lines

7.1 If work is to be performed near overhead lines, the lines must be deenergized and grounded, or other protective measures will be provided before work is started. If the lines are to be deenergized, arrangements will be made with the person or organization that operates or controls the electric circuits involved to deenergize and ground them. If protective measures, such as guarding, isolating, or insulating, are provided, these precautions must prevent employees from contacting such lines directly with any part of their body or indirectly through conductive materials, tools, or equipment.

7.2 When an unqualified person is working in an elevated position near overhead lines, the location must be such that the person and the longest conductive object he or she may contact cannot come closer to any unguarded, energized overhead line than the following distances:

7.2.1 For voltages to ground 50kV or below - 10 feet (305 cm);

7.2.2 For voltages to ground over 50kV - 10 feet (305 cm) plus 4 inches (10 cm) for every 10kV over 50kV.

7.3 It is a requirement of Kateri Powerline Solutions LLC that when a qualified person is working in the vicinity of overhead lines, whether in an elevated position or on the ground, the person may not approach or take any conductive object without an approved insulating handle closer to exposed energized parts than shown in Table S-5 (page 5) unless:

7.3.1 The person is insulated from the energized part (gloves, with sleeves if necessary, rated for the voltage involved are considered to be insulation of the person from the energized part on which work is performed), or

7.3.2 The energized part is insulated both from all other conductive objects at a different potential and from the person, or

7.3.3 The person is insulated from all conductive objects at a potential different from that of the energized part.

8 Table S5

Voltage range (phase to phase)	Minimum approach distance
300V and less	Avoid Contact
Over 300V, not over 750V	1 ft. 0 in. (30.5 cm).
Over 750V, not over 2kV	1 ft. 6 in. (46 cm).
Over 2kV, not over 15kV	2 ft. 0 in. (61 cm).
Over 15kV, not over 37kV	3 ft. 0 in. (91 cm).
Over 37kV, not over 87.5kV	3 ft. 6 in. (107 cm).
Over 87.5kV, not over 121kV	4 ft. 0 in. (122 cm).
Over 121kV, not over 140kV	4 ft. 6 in. (137 cm).

9 Vehicles/Mechanical Equipment

9.1 It is a requirement of Kateri Powerline Solutions LLC that any vehicle or mechanical equipment capable of having parts of its structure elevated near energized overhead lines must be operated so that a clearance of 10 ft. (305 cm) is maintained.

9.2 If the voltage is higher than 50kV, the clearance must be increased 4 in. (10 cm) for every 10kV over that voltage. However, under any of the following conditions, the clearance may be reduced:

9.2.1 If the vehicle is in transit with its structure lowered, the clearance may be reduced to 4 ft. (122 cm). If the voltage is higher than 50kV, the clearance must be increased 4 in. (10 cm) for every 10 kV over that voltage.

9.2.2 If insulating barriers are installed to prevent contact with the lines, and if the barriers are rated for the voltage of the line being guarded and are not a part of or an attachment to the vehicle or its raised structure, the clearance may be reduced to a distance within the designed working dimensions of the insulating barrier.

9.2.3 If the equipment is an aerial lift insulated for the voltage involved, and if the work is performed by a qualified person, the clearance (between the uninsulated portion of the aerial lift and the power line) may be reduced to the distance given in Table S-5.

9 Vehicles/Mechanical Equipment Continued

9.2.4 Employees standing on the ground may not contact the vehicle or mechanical equipment or any of its attachments, unless:

9.2.5 The employee is using protective equipment rated for the voltage; or

9.2.6 The equipment is located so that no uninsulated part of its structure (that portion of the structure that provides a conductive path to employees on the ground) can come closer to the line than permitted in paragraph 9.2.7 of this section.

9.2.7 If any vehicle or mechanical equipment capable of having parts of its structure elevated near energized overhead lines is intentionally grounded, employees working on the ground near the point of grounding may not stand at the grounding location whenever there is a possibility of overhead line contact. Additional precautions, such as the use of barricades or insulation, will be taken to protect employees from hazardous ground potentials, depending on earth resistivity and fault currents, which can develop within the first few feet or more outward from the grounding point.

10 Illumination

10.1 It is the policy of Kateri Powerline Solutions LLC that employees may not enter spaces containing exposed energized parts, unless illumination is provided that enables the employees to perform the work safely.

10.2 Where lack of illumination or an obstruction precludes observation of the work to be performed, employees may not perform tasks near exposed energized parts. Employees may not reach blindly into areas which may contain energized parts.

11 Protective Shields, Barriers & Insulating Materials

11.1 When an employee of Kateri Powerline Solutions LLC works in a confined or enclosed space (such as a manhole or vault) that contains exposed energized parts, Kateri Powerline Solutions LLC will provide at no cost, and the employee must use, protective shields, protective barriers, or insulating materials as necessary to avoid inadvertent contact with these parts. Doors, hinged panels, and the like must be secured to prevent their swinging into an employee and causing the employee to contact exposed energized parts.

12 Conductive Materials & Equipment.

12.1 Conductive materials and equipment that are in contact with any part of an employee's body must be handled in a manner that will prevent them from contacting exposed energized conductors or circuit parts.

12.2 If an employee must handle long dimensional conductive objects (such as ducts and pipes) in areas with exposed live parts, Kateri Powerline Solutions LLC will institute work practices (such as the use of insulation, guarding, and material handling techniques) which will minimize the hazard.

12.3 Portable ladders must have non-conductive siderails if they are used where the employee or the ladder could contact exposed energized parts.

12.4 Conductive articles of jewelry and clothing (such a watch bands, bracelets, rings, key chains, necklaces, metalized aprons, cloth with conductive thread, or metal headgear) may not be worn if they might contact exposed energized parts. However, such articles may be worn if they are rendered nonconductive by covering, wrapping, or other insulating means.

12.5 Where live parts present an electrical contact hazard, employees may not perform housekeeping duties at such close distances to the parts that there is a possibility of contact, unless adequate safeguards are provided.

12.6 Electrically conductive cleaning materials may not be used in proximity to energized parts unless procedures are followed which will prevent electrical contact.

13 Qualified Training

13.1 Qualified persons must, at a minimum, be trained in and familiar with:

13.1.1 The skills and techniques necessary to distinguish exposed live parts from other parts of electric equipment,

13.1.2 The nominal voltage of exposed live parts, and the clearance distances and the corresponding voltages to which the qualified person will be exposed.

13.2 The training will be of the classroom or on-the-job type.

13.3 The degree of training provided shall be determined by the risk to the employee.

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CHAPTER 13

1 Emergency Action Plan Program

1.1 Kateri Powerline Solutions LLC has developed the following policy on Emergency Action Plan to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

1.2 The emergency action plan must be in writing, kept in the workplace, and made available for affected company employees to review.

1.3 For companies in which there are ten or fewer employees, the emergency action plan may be communicated orally.

2 Implementation

2.1 Training: Safety meeting, practice drills.

2.2 PPE: Safety vests, hard hats, work boots.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees in the safe procedures of the Emergency Action Plan.

4.2 Jon Manikateri will train employees to assist in a safe and orderly evacuation of other employees.

5 Emergency Action Plan

5.1 Although Kateri Powerline Solutions LLC takes precautions to prevent them, emergencies do occur.

5.2 This plan is available for employees to review by contacting the designated safety coordinator, the phone number is listed in the header of each policy.

5.3 Employees have been informed of the company's planned response to emergency situations, and they are expected to adhere to these guidelines for the duration of this project.

5.4 The elements of this plan are as follows:

5.4.1 Emergency evacuation plan,

5.4.2 Critical operations,

5.4.3 Methods to account for Kateri Powerline Solutions LLC employees,

5.4.4 Rescue and medical duties

5.4.5 Means of reporting emergencies,

5.4.6 Company representative(s) responsible for plan.

6 Emergency Evacuation Plan

6.1 On a typical above ground project, Kateri Powerline Solutions LLC will prepare an emergency evacuation plan for two areas: The roof and ground.

6.1.1 Roof evacuation procedures are as follows:

_____

_____

_____

6.1.2 Ground evacuation procedures are as follows:

_____

_____

_____

7 Critical Operations

7.1 If any emergency occurs on a project involving propane, combustion engine equipment or electrical tools, Kateri Powerline Solutions LLC employees will shut off propane sources at the cylinders and turn off all equipment before evacuating, provided employee safety is not jeopardized by doing so.

7.1.1	Does this project involve the use of propane?	Yes _____	No _____
7.1.2	Does this project involve the use of combustion engine equipment?	Yes _____	No _____
7.1.3	Does this project involve the use of electrical tools or other ignition sources?	Yes _____	No _____
7.1.4	Does this project involve the use of other critical operations not listed?	Yes _____	No _____

7.1.5 Explain:

_____

7.2 If our employees are not able to shut off propane supplies, the fire department or other responding emergency agency will be notified of the presence and locations of the propane tanks.

7.2.1 List locations of propane on this site:

_____

8 Methods to Account for Employees

8.1 Employees have been instructed to meet at a designated location so that they can be accounted for on the project. If it is determined that any employees are missing, the responding emergency agency will be notified. The agency also will be informed about the last approximate whereabouts of missing employees.

8.2 The meeting location will be chosen based on the type of emergency involved. The project manager will account for wind direction and potential hazards in determining the meeting place.

8.3 The meeting location for this project will be:

_____

9 Rescue and Medical Duties

9.1 This crew has been specifically trained to rescue and/or attend to injured employees. Yes _____ No _____

9.1.1 If "No" has been checked, our employees will rely on paramedics or other emergency rescue teams.

9.1.2 If "Yes" has been checked, those employees trained in rescue operations will perform duties according to the training they have received. The remaining employees will meet at the designated meeting area.

10 Means of Reporting Emergencies

10.1 When a fire or emergency occurs, it is our intention to notify all employees, affected contractors, building owners and homeowners about the crisis.

10.2 The first call will be made to the local fire department by using 911. If 911 is unavailable in the job's area or there is an on-site fire department, such as on military installations, that emergency telephone number will be used instead. Emergency telephone numbers are included in this plan.

10.3 If there are 10 employees or fewer in the area, a human voice will be used to notify those on the job. For projects involving more than 10 employees, airhorns or similar equipment will be used.

11 Company Representative(s) Responsible for Plan

11.1 Jon Manikateri is the responsible person to contact with any questions regarding this plan.

11.2 If additional information is needed, the project manager should be contacted.

12 Emergency Contacts List

Project Address	
Project Telephone	
Home Office Telephone	
Local Police Telephone	
Local Fire Telephone	
Local Paramedics Telephone	
Local Hospital Address	
Local Hospital Telephone	

13 Nearest Hospital Directions

13.1 Use the space below to draw directions to the nearest hospital. Be sure to include the north arrow.

14 Evacuation Routes & Exits

14.1 Use the space below to draw your evacuation routes and exits. Be sure to include the north arrow.

15 Alarm System

15.1 It is a requirement of Kateri Powerline Solutions LLC to have and maintain an employee alarm system.

15.2 The employee alarm system will use a distinctive signal for each purpose and comply with the requirements in § 1910.165.

15.3 For employers with less than ten employees direct voice communication is acceptable for sounding an alarm provided all employees can hear the alarm.

16 Program Review

16.1 The Emergency Action Plan will be reviewed with employees under the following circumstances:

16.1.1 The plan is developed,

16.1.2 The employee is initially assigned to a job,

16.1.3 The employee's responsibilities under the plan change and,

16.1.4 The plan is changed.

CHAPTER 14

1 Fall Protection Program

1.1 Falls are among the most common causes of serious work-related injuries and deaths. It is important to set up the work place to prevent employees from falling off of overhead platforms, elevated work stations or into holes in the floor and walls.

1.2 Kateri Powerline Solutions LLC has developed the following policy on Fall Protection to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

1.3 Fall Protection is required when employees work at heights of six feet or greater in construction and four feet or greater in general industry.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, Harnesses, Lanyards, Work boots, Hard hats

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program, to monitor the safety of other employees and to ensure that the safety monitors comply with the fall protection plan. Jon Manikateri is the qualified person, through certification training, to prepare the fall protection plan.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the risk of falling hazards.

4.2 This training will enable employees of Kateri Powerline Solutions LLC to recognize the hazards of falling and the procedures to follow to prevent or minimize these hazards.

4.3 Each employee will be trained, as necessary, by a competent person qualified in the following areas:

4.3.1 The nature of fall hazards in the work area;

4.3.2 The correct procedures for erecting, maintaining, disassembling, and inspecting the fall protection systems to be used;

4.3.3 The use and operation of guardrail systems, personal fall arrest systems, safety net systems, warning line systems, safety monitoring systems, controlled access zones, and other protection to be used;

4.3.4 The role of each employee in the safety monitoring system when this system is used;

4.3.5 The limitations on the use of mechanical equipment during the performance of roofing work on low-sloped roofs;

4.3.6 The correct procedures for the handling and storage of equipment and materials and the erection of overhead protection; and

4.3.7 The role of employees in fall protection plans

4.4 The conducted training must be documented and retained.

4.5 Documentation includes, at a minimum, the participants, dates of training, and signatures of the instructors conducting the training.

5 Certification of Training

5.1 Kateri Powerline Solutions LLC will keep a written certification record that will contain the name or other identity of the employee trained, the date(s) of the training, and the signature of the person who conducted the training or the signature of the Jon Manikateri.

5.1.1 The latest training certification will be maintained.

6 Retraining

6.1 Where Kateri Powerline Solutions LLC has reason to believe that any affected employee who has already been trained does not have the understanding and skill required by this policy, the employee will be retrained.

6.2 Circumstances where retraining is required include, but are not limited to, situations where:

6.2.1 Changes in the workplace render previous training obsolete,

6.2.2 Changes in the types of fall protection systems or equipment to be used render previous training obsolete,

6.2.3 Inadequacies in an affected employee's knowledge or use of fall protection systems or equipment indicate that the employee has not retained the requisite understanding or skill.

7 Fall Protection Requirements

7.1 Kateri Powerline Solutions LLC will determine if the walking/working surfaces on which our employees are to work have the strength and structural integrity to support employees safely.

7.1.1 Employees are only allowed to work on those surfaces only when they have the requisite strength and structural integrity.

7. Fall Protection Requirements Continued

7.2 It is a requirement of Kateri Powerline Solutions LLC that each employee on a walking/working surface which is 6 feet (1.8 m) or more above a lower level will be protected from falling by the use of guardrail systems, safety net systems, or personal fall arrest systems.

7.3 Fall Protection is required when:

7.3.1 "Unprotected sides and edges." With an unprotected side or edge which is 6 feet (1.8 m) or more above a lower level

7.3.2 Constructing a leading edge 6 feet (1.8 m) or more above lower levels.

7.3.2.1 Exception: If Kateri Powerline Solutions LLC can demonstrate that it is infeasible or creates a greater hazard to use these systems, Jon Manikateri will develop and implement a fall protection plan which meets the requirements with less hazard.

7.3.3 Where leading edges are under construction, but who is not engaged in the leading edge work.

7.3.4 Hazard from falling through holes (including skylights).

7.3.5 Hazard from tripping in or stepping into or through holes (including skylights) by covers.

7.3.6 Hazard from objects falling through holes (including skylights) by covers.

7.3.7 Hazards from ramps, runways, and other walkways.

8 Incident Investigation

8.1 It is a requirement of Kateri Powerline Solutions LLC that incidents involving falls are investigated.

8.2 Incident investigations are important to help prevent reoccurrence, plan for potential updates to practices, procedures and training.

9 Site Specific Fall Protection Plan

9.1 In the instance, the job warrants a site specific Fall Protection plan on leading edge work, precast concrete work, or residential construction, Jon Manikateri is the competent person responsible for the program, to monitor the safety of other employees and to ensure that the safety monitors comply with the fall protection plan.

9.2 Jon Manikateri is the qualified person, through certification training, to prepare the fall protection plan.

10 Fall Protection Equipment

10.1 Only Fall Protection equipment that meets the regulations of 1926.502(d) or ANSI Z 359.1 will be used by employees of Kateri Powerline Solutions LLC.

10.2 Personal fall arrest systems and their use must comply with the provisions set forth below. Effective January 1, 1998, body belts are not acceptable as part of a personal fall arrest system. Note: The use of a body belt in a positioning device system is acceptable and is regulated

10.3 Dee-rings and snaphooks must have a minimum tensile strength of 5,000 pounds (22.2 kN).

10.4 Dee-rings and snaphooks must be proof-tested to a minimum tensile load of 3,600 pounds (16 kN) without cracking, breaking, or taking permanent deformation.

10.5 Snaphooks must be sized to be compatible with the member to which they are connected to prevent unintentional disengagement of the snaphook by depression of the snaphook keeper by the connected member, or must be a locking type snaphook designed and used to prevent disengagement of the snaphook by the contact of the snaphook keeper by the connected member. Effective January 1, 1998, only locking type snaphooks must be used.

10.6 Horizontal lifelines must be designed, installed, and used, under the supervision of a qualified person, as part of a complete personal fall arrest system, which maintains a safety factor of at least two.

10.7 Lanyards and vertical lifelines must have a minimum breaking strength of 5,000 pounds (22.2 kN).

10.8 Ropes and straps (webbing) used in lanyards, lifelines, and strength components of body belts and body harnesses must be made from synthetic fibers.

10.9 Anchorages used for attachment of personal fall arrest equipment must be independent of any anchorage being used to support or suspend platforms and capable of supporting at least 5,000 pounds (22.2 kN) per employee attached.

10.10 Personal fall arrest systems and components subjected to impact loading must be immediately removed from service and must not be used again for employee protection until inspected and determined by a competent person to be undamaged and suitable for reuse.

10.11 Kateri Powerline Solutions LLC will provide for prompt rescue of employees in the event of a fall or will assure that employees are able to rescue themselves.

10.12 Personal fall arrest systems must be inspected prior to each use for wear, damage and other deterioration, and defective components must be removed from service.

10.13 Personal fall arrest systems must not be attached to guardrail systems.

11 Safety Monitoring System

11.1 It is the policy of Kateri Powerline Solutions LLC that a competent person must be assigned to:

11.2 The safety monitor shall be competent to recognize fall hazards;

11.3 The safety monitor shall warn the employee when it appears that the employee is unaware of a fall hazard or is acting in an unsafe manner;

11.4 The safety monitor shall be on the same walking/working surface and within visual sighting distance of the employee being monitored;

11.5 The safety monitor shall be close enough to communicate orally with the employee; and;

11.6 The safety monitor shall not have other responsibilities which could take the monitor's attention from the monitoring function.

11.7 Mechanical equipment must not be used or stored in areas where safety monitoring systems are being used to monitor employees engaged in roofing operations on low-slope roofs.

11.8 No employee, other than an employee engaged in roofing work [on low-sloped roofs] or an employee covered by a fall protection plan, shall be allowed in an area where an employee is being protected by a safety monitoring system.

11.9 Each employee working in a controlled access zone shall be directed to comply promptly with fall hazard warnings from safety monitors.

11.10 Where other methods of fall protection are not utilized, those areas must be designated as controlled access zones and a safety monitoring system used.

12 Incident Investigation

12.1 In the event an employee falls, or some other related, serious incident occurs, an investigate investigation must take place to determine if the fall protection plan needs to be changed.

12.2 Changes made must be implemented to prevent similar types of incidents.

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CHAPTER 15

1 Fatigue Management Program

1.1 Long work hours and irregular work shifts are common in our society. Nearly one-quarter of American workers spend over 40 hours a week at work and almost 15 million work full time on evening, night, rotating or other irregular shifts. Work schedules like these may cause worker fatigue.

1.2 Fatigue refers to mental or physical exhaustion that reduces work efficiency. It is more than simply feeling drowsy or tired.

1.3 Fatigue is caused by prolonged periods of physical and or mental exertion without enough time to rest.

1.4 Kateri Powerline Solutions LLC has developed the following policy on Fatigue Management to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, eye & ear.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees initially and annually thereafter.

4.2 The training will cover:

4.2.1 How to recognize fatigue,

4.2.2 How to control fatigue through appropriate work and personal habits and

4.2.3 Reporting of fatigue to supervision.

5 Work Hour Limitations

5.1 In an effort to control employee turnover and absenteeism Kateri Powerline Solutions LLC has set work hour limitations and will control job rotation schedules to:

5.1.1 Control fatigue,

5.1.2 Allow for sufficient sleep and

5.1.3 Increase mental fitness.

6 Ergonomic Equipment

6.1 In an effort to improve workstation conditions ergonomic equipment will be used, such as:

6.1.1 Anti-fatigue mats for standing,

6.1.2 Lift assist devices for repetitive lifting,

6.1.3 Proper lighting and control of temperature and

6.1.4 Other ergonomic devices as deemed appropriate.

7 Work Task Analysis

7.1 The Risk Assessment procedure will be used to analyze work tasks to control fatigue.

7.2 Work tasks will be evaluated periodically to ensure efficiency.

8 Rest Breaks

8.1 Rest breaks for employees will be provided to control fatigue and increase mental fitness.

8.2 Chairs will be available for workers to sit periodically.

9 Fatigue Reporting

9.1 It is a requirement of Kateri Powerline Solutions LLC that employees must report fatigue or tiredness to their immediate supervisor.

9.2 Employees in safety critical positions must report fatigue or tiredness and lack of mental acuity to supervision; as well as supervisory personnel to make safety critical decisions and take appropriate actions to prevent loss.

10 Prescription/Over the Counter Drugs

10.1 It is a requirement of Kateri Powerline Solutions LLC that employees must not chronically use over-the-counter or prescription drugs to increase mental alertness.

10.2 Employees are discouraged from taking any substance known to increase fatigue in that employee, including fatigue that sets in after the effects of the drug wear off.

11 Program Review

11.1 The Fatigue Management program should undergo periodic assessments of its effectiveness and a continuous improvement plan created to close any gaps.

	Kateri Powerline Solutions LLC	
	Fatigue Management	Reference: www.OSHA.gov
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

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CHAPTER 16

1 Fire Protection / Extinguishers Program

1.1 The potential for fire can occur from many different sources such as: heat-producing equipment, storage of flammable chemicals, and faulty electrical wiring.

1.2 Kateri Powerline Solutions LLC has developed the following policy on Fire Protection to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Extinguisher training (PASS)

2.2 PPE: Safety vests, Fire extinguishers, Small hose lines.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Kateri Powerline Solutions LLC shall provide an educational program to familiarize employees with the general principles of fire extinguisher use and the hazards involved in incipient stage fire fighting.

4.2 Training will be provided by Kateri Powerline Solutions LLC upon initial assignment and annually thereafter for employees whose job activities involve the use of Fire Extinguishers.

4.3 The training will cover the general principles of fire extinguisher use (PASS) and the hazards involved in incipient stage firefighting.

4.3.1 (P) Pull the pin in the handle.

4.3.2 (A) Aim low at the base of the flames.

4.3.3 (S) Squeeze the handle.

4.3.4 (S) Sweep side to side.

4.4 Retraining will be held annually.

5 Firefighting Equipment

5.1 There will be no delay in providing the necessary firefighting equipment as a fire hazard could occur.

5.2 Access to all available firefighting equipment must be maintained at all times.

5.3 All firefighting equipment, provided by the employer, must be conspicuously located.

5.4 All firefighting equipment must be periodically inspected and maintained in operating condition. Defective equipment must be immediately replaced.

5.5 As warranted by the project, our company will provide a trained and equipped firefighting organization (Fire Brigade) to assure adequate protection to life.

6 Water supply

6.1 A temporary or permanent water supply, of sufficient volume, duration, and pressure, required to properly operate the firefighting equipment must be made available as soon as combustible materials accumulate.

6.2 Where underground water mains are to be provided, they must be installed, completed, and made available for use as soon as practicable.

7 Portable Firefighting Equipment

7.1 Portable fire extinguishers shall be provided for employee use and selected and distributed based on the classes of anticipated workplace fires and on the size and degree of hazard which would affect their use.

7.2 A fire extinguisher, rated not less than 2A, must be provided for each 3,000 square feet of the protected building area, or major fraction thereof. Travel distance from any point of the protected area to the nearest fire extinguisher must not exceed 100 feet.

7.3 One 55-gallon open drum of water with two fire pails may be substituted for a fire extinguisher having a 2A rating.

7.4 A 1/2-inch diameter garden-type hose line, not to exceed 100 feet in length and equipped with a nozzle, may be substituted for a 2A-rated fire extinguisher, providing it is capable of discharging a minimum of 5 gallons per minute with a minimum hose stream range of 30 feet horizontally. The garden-type hose lines must be mounted on conventional racks or reels. The number and location of hose racks or reels must be such that at least one hose stream can be applied to all points in the area.

7.5 One or more fire extinguishers, rated not less than 2A, must be provided on each floor. In multistory buildings, at least one fire extinguisher must be located adjacent to stairway.

7.6 Extinguishers and water drums, subject to freezing, must be protected from freezing.

7. Portable Firefighting Equipment

7.7 A fire extinguisher, rated not less than 10B, must be provided within 50 feet of wherever more than 5 gallons of flammable or combustible liquids or 5 pounds of flammable gas are being used on the jobsite. This requirement does not apply to the integral fuel tanks of motor vehicles.

7.8 Carbon tetrachloride and other toxic vaporizing liquid fire extinguishers are prohibited.

7.9 Portable fire extinguishers must be inspected visually monthly and an annual maintained check in accordance with Maintenance and Use of Portable Fire Extinguishers, NFPA No. 10A-1970.

7.10 Fire extinguishers which have been listed or approved by a nationally recognized testing laboratory, must be used to meet the requirements in this policy.

8 Inspections

8.1 Portable fire extinguishers are subjected to monthly vision check and an annual maintenance check.

8.2 The annual maintenance date will be recorded and retained for 1 year after the last entry of life of the shell, whichever is less.

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CHAPTER 17

1 First Aid Program

1.1 First aid refers to medical attention that is usually administered immediately after the injury occurs and at the location where it occurred. It often consists of a one-time, short-term treatment and requires little technology or training to administer.

1.2 First aid can include cleaning minor cuts, scrapes, or scratches; treating a minor burn; applying bandages and dressings; the use of non-prescription medicine; draining blisters; removing debris from the eyes; massage; and drinking fluids to relieve heat stress.

1.3 OSHA's revised recordkeeping rule, which went into effect January 1, 2002, does not require first aid cases to be documented. For example:

1.3.1 A worker goes to the first-aid room and has a dressing applied to a minor cut by a registered nurse. Although the registered nurse is a health care professional, the employer does not have to report the accident because the worker simply received first aid.

1.4 Kateri Powerline Solutions LLC has developed the following policy on First Aid to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, First aid training (American Red Cross or equivalent).

2.2 PPE: Safety vests, first aid kit (based on job size).

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Certification training will be provided by Kateri Powerline Solutions LLC for employees deemed to be first aid responders.

4.1.1 The certification training must be obtained through the American red Cross or equivalent that can be verified by documentary evidence.

5 First Aid Responders

5.1 It is the policy of Kateri Powerline Solutions LLC to have a designated staff member on shift that is adequately trained to render first aid, In the absence of an infirmary, clinic, or hospital in near proximity to the workplace which is used for the treatment of all injured employees.

5.2 Kateri Powerline Solutions LLC will ensure that adequate first aid supplies are readily available.

5.2.1 First aid supplies will be easily accessible when required

5.3 Where the eyes or body of any person may be exposed to injurious corrosive materials, suitable facilities for quick drenching or flushing of the eyes and body shall be provided within the work area for immediate emergency use.

6 First Aid Kits

6.1 Kateri Powerline Solutions LLC will provide first-aid kits at each work site and on each employee transport vehicle. The number of first-aid kits and the content of each kit must reflect the degree of isolation, the number of employees, and the hazards reasonably anticipated at the work site.

6.2 First aid kits must be placed in a weatherproof container with individual sealed packages of each type of item and must be checked before being sent out on each job and at least weekly on each job to ensure that the expended items are replaced.

6.3 The following list sets forth the minimally acceptable number and type of first-aid supplies for first-aid kits. The contents of the first-aid kit listed should be adequate for small work sites, consisting of approximately two to three employees.

6.3.1 When larger operations or multiple operations are being conducted at the same location, additional first-aid kits should be provided at the work site or additional quantities of supplies should be included in the first-aid kits:

6.3.2 Gauze pads (at least 4 x 4 inches).

6.3.3 Two large gauze pads (at least 8 x 10 inches).

6.3.4 Box adhesive bandages (band-aids).

6.3.5 One package gauze roller bandage at least 2 inches wide.

6.3.6 Two triangular bandages.

6.3.7 Wound cleaning agent such as sealed moistened towelettes.

6.3.8 Scissors.

6.3.9 At least one blanket.

6.3.10 Tweezers.

6.3.11 Adhesive tape.

6.3.12 Latex gloves.

6.3.13 Resuscitation equipment such as resuscitation bag, airway, or pocket mask.

6.3.14 Two elastic wraps.

6.3.15 Splint.

6.3.16 Directions for requesting emergency assistance.

6.4 First aid kits used by Kateri Powerline Solutions LLC will contain the proper items which are adequate for the environment where they are used.

6.5 For construction operations, individual sealed packages of each item must be stored in a weather proof container.

6.6 It is a requirement of Kateri Powerline Solutions LLC that the first aid kits will be checked before being sent out on each job and,

6.6.1 At least weekly on each job to ensure that the expended items are replaced.

6.7 Kateri Powerline Solutions LLC will reassess the demand for supplies and adjust their inventories quarterly or as needed.

7 Transportation

7.1 In the event of an incident, proper equipment will be provided for the prompt transport of the injured person to a hospital or physician.

7.2 A communication system for contacting 911 (ambulance services) will be provided.

7.3 In areas where 911 is not available, the telephone numbers of the physicians, hospitals, or ambulances will be conspicuously posted by Jon Manikateri.

7.4 Drenching/Flushing Facilities

7.5 Where the eyes or body of any person may be exposed to injurious corrosive materials, suitable facilities will be provided within the work area for drenching and flushing.

	Kateri Powerline Solutions LLC	
	First Aid	Reference: 29 CFR 1910.226, 1926.50
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

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CHAPTER 18

1 Fit for Duty Program

1.1 Workers can experience high levels of stress and their daily tasks may expose them to many hazards. They may develop heat stress while wearing protective equipment or working under temperature extremes, or face life-threatening emergencies such as explosions and fires.

1.2 Therefore, a Fit for Duty program is essential to assess and monitor workers' health and fitness both prior to employment and during the course of work; to provide emergency and other treatment as needed; and to keep accurate records for future reference.

1.3 Kateri Powerline Solutions LLC has developed the following policy on Fit for Duty to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, respirators.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Physicals

4.1 It is the policy of Kateri Powerline Solutions LLC that pre-employment physicals are required.

4.2 Physicals will also be required when changing into different jobs or working environments.

5 Drug & Alcohol Screening

5.1 Kateri Powerline Solutions LLC requires drug and alcohol screening and employees will be subject to testing when:

5.2 Pre-employment,

5.3 Post-accident,

5.4 Random/Suspicion or

5.5 As prescribed by DOT or the host facilities.

6 Medications

6.1 It is a requirement of Kateri Powerline Solutions LLC that employees must report to their supervisor any medications they are taking.

6.2 Over-the-counter medications such as allergy or cold and flu medications could also impair one's ability to perform safely and must also be reported to their supervisor.

7 Employee Monitoring

7.1 Employees of Kateri Powerline Solutions LLC will be monitored to ensure that their activities and behaviors are normal.

7.2 If an employee is noticed to be fatigued, they will be removed from the worksite.

7.3 Employees are responsible for ensuring they are physically and mentally fit to perform their job safely.

7.4 Employees that are not able to perform their duties safely due to their physical or mental state, are responsible for notifying their supervisor.

7.5 Employees must take responsibility for their own safety as well as not report to work in a condition as to endanger the safety of their fellow workers.

8 Determination of Fitness for Duty

8.1 Workers at hazardous waste sites are often required to perform strenuous tasks and wear personal protective equipment, such as respirators and protective clothing, that may cause heat stress and other problems. To ensure that prospective employees are able to meet work requirements, the pre-employment screening should focus on the following areas:

8.1.1 Occupational and Medical History

8.1.1.1 Make sure the worker fills out an occupational and medical history questionnaire. Review the questionnaire before seeing the worker. In the examining room, discuss the questionnaire with the worker, paying special attention to prior occupational exposures to chemical and physical hazards.

8.1.1.2 Review past illnesses and chronic diseases, particularly atopic diseases such as eczema and asthma, lung diseases, and cardiovascular disease.

8.1.1.3 Review symptoms, especially shortness of breath or labored breathing on exertion, other chronic respiratory symptoms, chest pain, high blood pressure, and heat intolerance.

8.1.1.4 Identify individuals who are vulnerable to particular substances (e.g., someone with a history of severe asthmatic reaction to a specific chemical).

8.1.1.5 Record relevant lifestyle habits (e.g., cigarette smoking, alcohol and drug use) and hobbies.

8 Determination of Fitness for Duty Continued

8.1.2 Physical Examination

8.1.2.1 Conduct a comprehensive physical examination of all body organs, focusing on the pulmonary, cardiovascular, and musculoskeletal systems.

8.1.2.2 Note conditions that could increase susceptibility to heat stroke, such as obesity and lack of physical exercise.

8.1.2.3 Note conditions that could affect respirator use, such as missing or arthritic fingers, facial scars, dentures, poor eyesight, or perforated ear drums.

8.1.3 Ability to Work While Wearing Protective Equipment

8.1.3.1 Disqualify individuals who are clearly unable to perform based on the medical history and physical exam (e.g., those with severe lung disease, heart disease, or back or orthopedic problems).

8.1.3.2 Note limitations concerning the worker's ability to use protective equipment (e.g., individuals who must wear contact lenses cannot wear full-face piece respirators).

8.1.3.3 Provide additional testing (e.g., chest X-ray, pulmonary function testing, electrocardiogram) for ability to wear protective equipment where necessary.

8.1.3.4 Base the determination on the individual worker's profile (e.g., medical history and physical exam, age, previous exposures and testing).

5.1.3 Ability to Work While Wearing Protective Equipment Continued

8.1.3.5 Make a written assessment of the worker's capacity to perform while wearing a respirator, if wearing a respirator is a job requirement. Note that the Occupational Safety and Health Administration (OSHA) respirator standard (29 CFR Part 1910.134) states that no employee should be assigned to a task that requires the use of a respirator unless it has been determined that the person is physically able to perform under such conditions.

9 Baseline Data for Future Exposures

9.1 Pre-employment screening can be used to establish baseline data to subsequently verify the efficacy of protective assures and to later determine if exposures have adversely affected the worker. Baseline testing may include both medical screening tests and biologic monitoring tests.

10 Ability to Perform While Wearing Protective Equipment

10.1 To determine a worker's capacity to perform while wearing protective equipment, additional tests may be necessary, for example:

10.1.1 Pulmonary function testing. Measurement should include forced expiratory volume in 1 second (FEV1), forced vital capacity (FVC), and FEV1-to-FVC ratio, with interpretation and comparison to, normal predicted values corrected for age, height, race, and sex. Other factors such as FEF, MEFR, MVV, FRC, RV, and TLC1 may be included for additional information. A permanent record of flow curves should be placed in the worker's medical records. The tests should be conducted by a certified technician and the results interpreted by a physician.

10.1.2 Electrocardiogram (EKG). At least one standard, 12-lead resting EKG should be performed at the discretion of the physician. A "stress test" (graded exercise) may be administered at the discretion of the examining physician, particularly where heat stress may occur.

11 Baseline Monitoring

11.1 If there is likelihood of potential onsite exposure to a particular toxicant, specific baseline monitoring should be performed to establish data relating to that toxicant.

CHAPTER 19

1 Forklifts & Industrial Trucks Program

1.1 There are many types of powered industrial trucks. Each type presents different operating hazards. For example:

1.1.1 A sit-down counterbalanced high-lift rider truck is more likely than a motorized hand truck to be involved in a falling load accident because the sit-down rider truck can lift a load much higher than a hand truck.

1.2 Workplace type and conditions are also factor in hazards commonly associated with powered industrial trucks. For example:

1.2.1 Retail establishments often face greater challenges than other worksites in maintaining pedestrian safety.

1.3 Beyond that, many workers can also be injured when:

1.3.1 Lift trucks are inadvertently driven off loading docks,

1.3.2 Lifts fall between docks and an unsecured trailer,

1.3.3 They are struck by a lift truck or

1.3.4 They fall while on elevated pallets and tines.

1.4 Kateri Powerline Solutions LLC has developed the following policy on Forklifts and Industrial Trucks to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, safety glasses.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program and has the knowledge and ability to teach and evaluate employees.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the use of powered industrial trucks.

4.2 Kateri Powerline Solutions LLC will ensure that each powered industrial truck operator is competent to operate a powered industrial truck safely, as demonstrated by the successful completion of the training and evaluation.

4.3 Prior to permitting an employee to operate a powered industrial truck each operator must successfully completed the training required.

4.4 Trainees may operate a powered industrial truck only:

4.4.1 Under the direct supervision of persons who have the knowledge, training, and experience to train operators and evaluate their competence; and

4.4.2 Where such operation does not endanger the trainee or other employees.

4.5 Training will consist of:

4.5.1 A combination of formal instruction (e.g., lecture, discussion, interactive computer learning, video tape, written material), practical training (demonstrations performed by the trainer and practical exercises performed by the trainee), and evaluation of the operator's performance in the workplace.

4.5.2 All operator training and evaluation must be conducted by persons who have the knowledge, training, and experience to train powered industrial truck operators and evaluate their competence.

4.5.3 Training program content. Powered industrial truck operators will receive initial training in the following topics, except in topics which the employer can demonstrate are not applicable to safe operation of the truck in the employer's workplace.

4.6 Truck-related topics:

4.6.1 Operating instructions, warnings, and precautions for the types of truck the operator will be authorized to operate.

4.6.2 Differences between the truck and the automobile.

4.6.3 Truck controls and instrumentation: where they are located, what they do, and how they work.

4.6.4 Engine or motor operation.

4.6.5 Steering and maneuvering.

4 Training Continued

4.6.6 Visibility (including restrictions due to loading).

4.6.7 Fork and attachment adaptation, operation, and use limitations.

4.6.8 Vehicle capacity.

4.6.9 Vehicle stability.

4.6.10 Any vehicle inspection and maintenance that the operator will be required to perform.

4.6.11 Refueling and/or charging and recharging of batteries.

5 Refresher Training and Evaluation

5.1 Refresher training, including an evaluation of the effectiveness of that training, will be conducted every 3 years to ensure that the operator has the knowledge and skills needed to operate the powered industrial truck safely.

5.2 Refresher training in relevant topics will be provided to the operator when:

5.2.1 The operator has been observed to operate the vehicle in an unsafe manner,

5.2.2 The operator has been involved in an accident or near-miss incident,

5.2.3 The operator has received an evaluation that reveals that the operator is not operating the truck safely,

5.2.4 The operator is assigned to drive a different type of truck or

5.2.5 A condition in the workplace changes in a manner that could affect safe operation of the truck.

5.3 An evaluation of each powered industrial truck operator's performance must be conducted at least once every three years.

5.4 Avoidance of duplicative training. If an operator has previously received training in a topic specified in this section, and such training is appropriate to the truck and working conditions encountered, additional training in that topic is not required if the operator has been evaluated and found competent to operate the truck safely.

5.5 Certification. Kateri Powerline Solutions LLC certifies that each operator has been trained and evaluated as required.

5.6 The certification includes the name of the operator, the date of the training, the date of the evaluation, and the identity of the person(s) performing the training or evaluation.

6 Operating Limitations

6.1 Any other operating instructions, warnings, or precautions listed in the operator's manual for the types of vehicle that the employee is being trained to operate.

6.2 Workplace-related topics:

6.2.1 Surface conditions where the vehicle will be operated;

6.2.2 Composition of loads to be carried and load stability;

6.2.3 Load manipulation, stacking, and unstacking;

6.2.4 Pedestrian traffic in areas where the vehicle will be operated;

6.2.5 Narrow aisles and other restricted places where the vehicle will be operated;

6.2.6 Hazardous (classified) locations where the vehicle will be operated;

6.2.7 Ramps and other sloped surfaces that could affect the vehicle's stability;

6.2.8 Closed environments and other areas where insufficient ventilation or poor vehicle maintenance could cause a buildup of carbon monoxide or diesel exhaust;

6.2.9 Other unique or potentially hazardous environmental conditions in the workplace that could affect safe operation.

7 Truck Operations

7.1 Trucks must not be driven up to anyone standing in front of a bench or other fixed object.

7.2 No person is allowed to stand or pass under the elevated portion of any truck, whether loaded or empty.

7.3 Unauthorized personnel must not be permitted to ride on powered industrial trucks. A safe place to ride must be provided where riding of trucks is authorized.

7.4 Kateri Powerline Solutions LLC prohibits arms or legs from being placed between the uprights of the mast or outside the running lines of the truck.

7.5 When a powered industrial truck is left unattended, load engaging means must be fully lowered, controls must be neutralized, power must be shut off, and brakes set. Wheels must be blocked if the truck is parked on an incline.

7.6 A powered industrial truck is unattended when the operator is 25 ft. or more away from the vehicle which remains in his view, or whenever the operator leaves the vehicle and it is not in his view.

7.7 When the operator of an industrial truck is dismounted and within 25 ft. of the truck still in his view, the load engaging means must be fully lowered, controls neutralized, and the brakes set to prevent movement.

7.8 A safe distance must be maintained from the edge of ramps or platforms while on any elevated dock, or platform or freight car. Trucks must not be used for opening or closing freight doors.

7.9 Brakes must be set and wheel blocks must be in place to prevent movement of trucks, trailers, or railroad cars while loading or unloading. Fixed jacks may be necessary to support a semitrailer during loading or unloading when the trailer is not coupled to a tractor. The flooring of trucks, trailers, and railroad cars must be checked for breaks and weakness before they are driven onto.

7.10 There must be sufficient headroom under overhead installations, lights, pipes, sprinkler system, etc.

7.11 An overhead guard must be used as protection against falling objects. It should be noted that an overhead guard is intended to offer protection from the impact of small packages, boxes, bagged material, etc., representative of the job application, but not to withstand the impact of a falling capacity load.

7.12 A load backrest extension must be used whenever necessary to minimize the possibility of the load or part of it from falling rearward.

7.13 Only approved industrial trucks will be used in hazardous locations.

7.14 Fire aisles, access to stairways, and fire equipment must be kept clear.

8 Traveling

8.1 All traffic regulations must be observed, including authorized plant speed limits. A safe distance must be maintained approximately three truck lengths from the truck ahead, and the truck must be kept under control at all times.

8.2 The right of way must be yielded to ambulances, fire trucks, or other vehicles in emergency situations.

8.3 Other trucks traveling in the same direction at intersections, blind spots, or other dangerous locations must not be passed.

8.4 Drivers are required to slow down and sound the horn at cross aisles and other locations where vision is obstructed. If the load being carried obstructs forward view, the driver will be required to travel with the load trailing.

8.5 Railroad tracks must be crossed diagonally wherever possible. Parking closer than 8 feet from the center of railroad tracks is prohibited.

8.6 Drivers are required to look in the direction of, and keep a clear view of the path of travel.

8.7 Grades must be ascended or descended slowly.

8.8 When ascending or descending grades in excess of 10 percent, loaded trucks must be driven with the load upgrade.

8.9 On all grades the load and load engaging means must be tilted back if applicable, and raised only as far as necessary to clear the road surface.

8.10 Under all travel conditions the truck must be operated at a speed that will permit it to be brought to a stop in a safe manner.

8.11 Stunt driving and horseplay is not permitted.

8.12 Drivers are required to slow down for wet and slippery floors.

8.13 Dockboard or bridgeplates, must be properly secured before they are driven over. Dockboard or bridgeplates must be driven over carefully and slowly and their rated capacity never exceeded.

8.14 Elevators must be approached slowly, and then entered squarely after the elevator car is properly leveled. Once on the elevator, the controls must be neutralized, power shut off, and the brakes set.

8.15 Motorized hand trucks must enter elevator or other confined areas with load end forward.

8.16 Running over loose objects on the roadway surface must be avoided.

8.17 While negotiating turns, speed must be reduced to a safe level by means of turning the hand steering wheel in a smooth, sweeping motion. Except when maneuvering at a very low speed, the hand steering wheel must be turned at a moderate, even rate.

9 Loading

9.1 Only stable or safely arranged loads must be handled. Caution must be exercised when handling off-center loads which cannot be centered.

9.2 Only loads within the rated capacity of the truck will be handled.

9.3 The long or high (including multiple-tiered) loads which may affect capacity must be adjusted.

9.4 Trucks equipped with attachments must be operated as partially loaded trucks when not handling a load.

9.5 A load engaging means must be placed under the load as far as possible; the mast must be carefully tilted backward to stabilize the load.

9.6 Extreme care must be used when tilting the load forward or backward, particularly when high tiering. Tilting forward with load engaging means elevated must be prohibited except to pick up a load. An elevated load must not be tilted forward except when the load is in a deposit position over a rack or stack. When stacking or tiering, only enough backward tilt to stabilize the load will be used.

9.7 The operator must verify trailer chocks, supports, and dock plates prior to loading or unloading.

10 Operation of the Truck

10.1 If at any time a powered industrial truck is found to be in need of repair, defective, or in any way unsafe, the truck will be taken out of service until it has been restored to safe operating condition.

10.2 Fuel tanks will not be filled while the engine is running. Spillage will be avoided.

10.3 Spillage of oil or fuel will be carefully washed away or completely evaporated and the fuel tank cap replaced before restarting engine.

10.4 No truck will be operated with a leak in the fuel system until the leak has been corrected.

10.5 Open flames must not be used for checking electrolyte level in storage batteries or gasoline level in fuel tanks.

11 Maintenance of Industrial Trucks

11.1 Any power-operated industrial truck not in safe operating condition must be removed from service. All repairs must be made by authorized personnel.

11.2 No repairs will be made in Class I, II, and III locations.

11.3 Those repairs to the fuel and ignition systems of industrial trucks which involve fire hazards must be conducted only in locations designated for such repairs.

11.4 Trucks in need of repairs to the electrical system must have the battery disconnected prior to such repairs.

11.5 All parts of any such industrial truck requiring replacement must be replaced only by parts equivalent as to safety with those used in the original design.

11.6 Industrial trucks must not be altered so that the relative positions of the various parts are different from what they were when originally received from the manufacturer, nor must they be altered either by the addition of extra parts not provided by the manufacturer or by the elimination of any parts. Additional counterweighting of fork trucks must not be done unless approved by the truck manufacturer.

11.7 Industrial trucks must be inspected before being placed in service, and must not be placed in service if the examination shows any condition adversely affecting the safety of the vehicle. Such examination must be made at least daily.

11.8 Where industrial trucks are used on a round-the-clock basis, they must be inspected after each shift. Defects when found must be immediately reported and corrected.

11.9 Water mufflers must be filled daily or as frequently as is necessary to prevent depletion of the supply of water below 75 percent of the filled capacity. Vehicles with mufflers having screens or other parts that may become clogged must not be operated while such screens or parts are clogged. Any vehicle that emits hazardous sparks or flames from the exhaust system must immediately be removed from service, and not returned to service until the cause for the emission of such sparks and flames has been eliminated.

11.10 When the temperature of any part of any truck is found to be in excess of its normal operating temperature, thus creating a hazardous condition, the vehicle must be removed from service and not returned to service until the cause for such overheating has been eliminated.

11.11 Industrial trucks must be kept in a clean condition, free of lint, excess oil, and grease. Noncombustible agents should be used for cleaning trucks. Low flash point (below 100 °F.) solvents must not be used. High flash point (at or above 100 °F.) solvents may be used. Precautions regarding toxicity, ventilation, and fire hazard must be consonant with the agent or solvent used.

	Kateri Powerline Solutions LLC	
	General Waste Management	Reference: 29 CFR 1926.252
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 20

1 General Waste Management Program

1.1 The program covers scrap materials, project wastes, trash and proper handling, organization, and storage of waste and scrap materials to minimize potential impact to the environment.

1.2 The proper method to dispose of wastes.

1.3 Segregation of wastes and opportunities for recycling.

1.4 Kateri Powerline Solutions LLC has developed the following policy on General Waste Management to ensure the safety of our employees, protect the environment and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting.

2.2 PPE: Safety Vest, Hard Hats, Work Boots

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 All affected company employees will be trained on the proper handling, storage, and disposal of wastes, between non-hazardous waste training and hazardous waste training.

5 Project Waste

5.1 The company to estimate the waste products such as production wastes, trash, scraps, solid wastes, and non-hazardous wastes that the company will generate so as to adequately prepare for the amount of waste removal containers and so logistics for removal can be properly assessed.

5.2 Prior to work being performed it is a requirement of Kateri Powerline Solutions LLC that the generated waste is estimated so that the proper number of containers are available.

5.3 The proper handling, organization, and storage of waste and scrap materials to minimize potential impact to the environment is important to Kateri Powerline Solutions LLC.

5.4 Waste materials must be properly stored and handled to minimize the potential for a spill or impact to the environment.

5.5 During outdoor activities, receptacles must be covered to prevent dispersion of waste materials and to control the potential for run-off.

5.6 Kateri Powerline Solutions LLC shall inform affected company employees of site-specific waste management procedures prior to their initial assignment and upon any changes in the site-specific waste management plan.

6 Disposal of Waste

6.1 Employees of Kateri Powerline Solutions LLC will be instructed on the proper disposal method for wastes per job. The general instruction covers disposal of non-hazardous wastes, trash, or scrap materials.

6.1.1 If wastes generated are classified as hazardous, employees must be trained to ensure proper disposal.

6.2 During the course of construction, alteration, or repairs, form and scrap lumber with protruding nails, and all other debris, must be kept cleared from work areas, passageways, and stairs, in and around buildings or other structures.

6.3 Combustible scrap and debris must be removed at regular intervals during the course of construction. Safe means must be provided to facilitate such removal.

6.4 Containers must be provided for the collection and separation of waste, trash, oily and used rags, and other refuse. Containers used for garbage and other oily, flammable, or hazardous wastes, such as caustics, acids, harmful dusts, etc. must be equipped with covers. Garbage and other waste must be disposed of at frequent and regular intervals.

6.5 When debris is dropped through holes in the floor without the use of chutes, the area onto which the material is dropped shall be completely enclosed with barricades not less than 42 inches high and not less than 6 feet back from the projected edge of the opening above. Signs warning of the hazard of falling materials shall be posted at each level. Removal shall not be permitted in this lower area until debris handling ceases above.

6.6 All scrap lumber, waste material, and rubbish shall be removed from the immediate work area as the work progresses.

6.7 Disposal of waste material or debris by burning shall comply with local fire regulations.

6.8 All solvent waste, oily rags, and flammable liquids shall be kept in fire resistant covered containers until removed from worksite.

7 Recycling

7.1 It is encouraged by Kateri Powerline Solutions LLC that waste materials be properly segregated for re-use or recycling.

	Kateri Powerline Solutions LLC	
	Hand & Power Tools	Reference: 29 CFR 1926.300, 302, 1910.242, 244, 1915
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 21

1 Hand and Power Tools Program

1.1 Hand and power tools are a common part of our everyday lives and are present in nearly every industry. These tools help us to easily perform tasks that otherwise would be difficult or impossible.

1.2 However, these simple tools can be hazardous and have the potential for causing severe injuries when used or maintained improperly.

1.3 Special attention toward hand and power tool safety is necessary in order to reduce or eliminate these hazards.

1.4 Kateri Powerline Solutions LLC has developed the following policy on Hand and Power Tools to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, tool specific training.

2.2 PPE: Safety Vests, Safety glasses, Gloves, Hard hats, Work boots.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the use of Hand and Power Tools.

5 Tools and Equipment

5.1 It is the policy of Kateri Powerline Solutions LLC that all tools and equipment must be maintained and kept in safe condition.

5.1.1 Whether furnished by Kateri Powerline Solutions LLC or the employee.

5.2 When power operated tools are designed to accommodate guards, they must be equipped with such guards when in use.

5.3 Belts, gears, shafts, pulleys, sprockets, spindles, drums, fly wheels, chains, or other reciprocating, rotating or moving parts of equipment must be guarded if such parts are exposed to contact by employees or otherwise create a hazard.

5.4 Employees must not manipulate guards in a manner that will compromise the integrity or the protection for which the guard is intended.

5. Tools and Equipment Continued

5.5 Guarding must meet the requirements as set forth in ANSI, B15.1-1953 (R1958), Safety Code for Mechanical Power-Transmission Apparatus.

5.6 Electric power operated tools must either be of the approved double-insulated type or grounded.

5.7 The use of electric cords for hoisting or lowering tools is not permitted.

5.8 Pneumatic power tools must be secured to the hose or whip by some positive means to prevent the tool from becoming accidentally disconnected.

5.9 Safety clips or retainers must be securely installed and maintained on pneumatic impact (percussion) tools to prevent attachments from being accidentally expelled.

5.10 All pneumatically driven nailers, staplers, and other similar equipment provided with automatic fastener feed, which operate at more than 100 p.s.i. pressure at the tool must have a safety device on the muzzle to prevent the tool from ejecting fasteners, unless the muzzle is in contact with the work surface.

5.11 Compressed air must not be used for cleaning purposes except where reduced to less than 30 p.s.i. and then only with effective chip guarding and personal protective equipment. The 30 p.s.i. requirement does not apply for concrete form, mill scale and similar cleaning purposes.

5.12 The manufacturer's safe operating pressure for hoses, pipes, valves, filters, and other fittings must not be exceeded,

5.13 The use of hoses for hoisting or lowering tools must not be permitted.

5.14 All hoses exceeding 1/2-inch inside diameter must have a safety device at the source of supply or branch line to reduce pressure in case of hose failure.

5.15 Airless spray guns of the type which atomize paints and fluids at high pressures (1,000 pounds or more per square inch) must be equipped with automatic or visible manual safety devices which will prevent pulling of the trigger to prevent release of the paint or fluid until the safety device is manually released.

5.16 In lieu of the above, a diffuser nut which will prevent high pressure, high velocity release, while the nozzle tip is removed, plus a nozzle tip guard which will prevent the tip from coming into contact with the operator, or other equivalent protection, must be provided.

5. Tools and Equipment Continued

5.17 "Abrasive blast cleaning nozzles." The blast cleaning nozzles must be equipped with an operating valve which must be held open manually. A support must be provided on which the nozzle may be mounted when it is not in use.

5.18 All fuel powered tools must be stopped while being refueled, serviced, or maintained, and fuel must be transported, handled, and stored.

5.19 Do not use fuel powered tools in enclosed spaces.

5.20 “Hydraulic power tools” The fluid used in hydraulic powered tools must be fire-resistant fluids approved under Schedule 30 of the U.S. Bureau of Mines, Department of the Interior, and must retain its operating characteristics at the most extreme temperatures to which it will be exposed.

5.21 The manufacturer's safe operating pressures for hoses, valves, pipes, filters, and other fittings must not be exceeded.

5.22 “Powder-actuated tools” Only employees who have been trained in the operation of the particular tool in use are allowed to operate a powder-actuated tool.

5.23 The tool must be tested each day before loading to see that safety devices are in proper working condition. The method of testing must be in accordance with the manufacturer's recommended procedure.

5.24 Any tool found not in proper working order, or that develops a defect during use, must be immediately removed from service and not used until properly repaired.

5.25 Tools must not be loaded until just prior to the intended firing time. Neither loaded nor empty tools are to be pointed at any employees. Hands must be kept clear of the open barrel end.

5.26 Loaded tools must not be left unattended.

5.27 Fasteners must not be driven into very hard or brittle materials including, but not limited to, cast iron, glazed tile, surface-hardened steel, glass block, live rock, face brick, or hollow tile.

5.28 Driving into materials easily penetrated will be avoided unless such materials are backed by a substance that will prevent the pin or fastener from passing completely through and creating a flying missile hazard on the other side.

5.29 No fastener will be driven into a spalled area caused by an unsatisfactory fastening.

5.30 Tools must not be used in an explosive or flammable atmosphere.

5.31 All tools must be used with the correct shield, guard, or attachment recommended by the manufacturer.

5.32 Powder-actuated tools used by employees must meet all other applicable requirements of American National Standards Institute, A10.3-1970, Safety Requirements for Explosive-Actuated Fastening Tools.

6 Defective Tools

6.1 It is a requirement of Kateri Powerline Solutions LLC that defective tools be removed from service until deemed safe to return to work.

6.2 The use of any machinery, tool, material, or equipment which is not in compliance with any applicable requirement of this part is prohibited.

6.3 If such tool cannot be removed it must be tagged or locked to make the tool inoperable.

7 Personal Protective Equipment

7.1 Kateri Powerline Solutions LLC will provide the necessary PPE to protect employees from the risk and hazards associated with tools and equipment. Example hazards from hand and power tools are:

7.1.1 Falling,

7.1.2 Flying,

7.1.3 Abrasive,

7.1.4 Splashing Objects,

7.1.5 Harmful Dust,

7.1.6 Fumes,

7.1.7 Mists Vapors, Or Gases.

7.2 Examples of PPE are:

7.2.1 Hard hats,

7.2.2 Safety glasses,

7.2.3 Work boots,

7.2.4 Ear plugs,

7.2.5 Safety vests,

7.2.6 Work gloves, etc.

	Kateri Powerline Solutions LLC	
	Hazard Communication	Reference: 29 CFR 1910.1200
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 22

1 Hazard Communication Program

1.1 The Hazard Communication Standard (HCS) is now aligned with the Globally Harmonized System of Classification and Labeling of Chemicals (GHS).

1.2 Kateri Powerline Solutions LLC shall develop, implement, and maintain at each workplace a written hazard communication program that describes how the requirements for labels and other forms of warning, safety data sheets, and employee information and training will be met.

1.3 This update to the Hazard Communication Standard (HCS) provides a common and coherent approach to classifying chemicals and communicating hazard information on labels and safety data sheets.

1.4 Under this program employees are informed of the contents of the OSHA Hazard Communications Standard, the hazardous properties of chemicals with which they work, safe handling procedures and measures to take to protect themselves from these chemicals.

1.5 These chemicals may be physical or health related.

1.6 This written hazard communication plan is available for review by all employees by request through Jon Manikateri.

1.7 Kateri Powerline Solutions LLC has developed the following policy on Hazard Communication to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, SDS, Hazardous chemicals list.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the risk of hazardous chemical exposure.

4.1.1 Training will be done prior to employees starting their job, (Safety meeting)

4.1.2 Before being exposed to a new hazardous chemical. (Safety meeting)

4. Training Continued

4.2 The training will cover the following topics:

4.2.1 An overview of the requirements in OSHA's Hazard Communication Standard.

4.2.2 Hazardous chemicals present in their workplace.

4.2.3 Any operations in their work area where hazardous chemicals are used.

4.2.4 The location of the written hazard communication plan and where it may be reviewed.

4.2.5 How to understand and use the information on labels and in Safety Data Sheets.

4.2.6 Physical and health hazards of the chemicals in their work areas.

4.2.7 Methods used to detect the presence or release of hazardous chemicals in the work area.

4.2.8 Steps we have taken to prevent or reduce exposure to these chemicals.

4.2.9 How employees can protect themselves from exposure to these hazardous chemicals through use of engineering controls/work practices and personal protective equipment.

4.2.10 An explanation of any special labeling present in the workplace.

4.2.10.1 What are pictograms?

4.2.10.2 What are the signal words?

4.2.10.3 What are the hazard statements?

4.2.10.4 What are the precautionary statements?

4.2.11 Emergency procedures to follow if an employee is exposed to these chemicals.

4.3 Jon Manikateri is responsible to ensure that employees receive this training.

4.3.1 After attending the training, employees will sign a form verifying that they understand the above topics and how the topics are related to our hazard communication plan.

4.3.2 Prior to introducing a new chemical hazard into any department, each employee in that department will be given information and training as outlined above for the new chemical hazard.

5 Hazardous Chemicals

5.1 A list is attached to this plan that identifies all hazardous chemicals with a potential for employee exposure at this workplace.

5.2 Detailed information about the physical, health, and other hazards of each chemical is included in a Safety Data Sheet (SDS); the product identifier for each chemical on the list matches and can be easily cross-referenced with the product identifier on its label and on its Safety Data Sheet.

5.3 **Hazardous Chemicals List**

6 Containers of Hazardous Chemicals

6.1 Kateri Powerline Solutions LLC's labelling system will follow the requirements in the 2012 revision of the OSHA Hazard Communication Standard to be consistent with the United Nations Globally Harmonized System (GHS) of Classification of Labeling of Chemicals.

6.2 The label on the chemical is intended to convey information about the hazards posed by the chemical through standardized label elements, including symbols, signal words and hazard statements. All hazardous chemical containers used at this workplace will have:

6.2.1 The original manufacturer's label that includes a product identifier, an appropriate signal word, hazard statement(s), pictogram(s), precautionary statement(s) and the name, address, and telephone number of the chemical manufacturer, importer, or other responsible party.

6.2.2 A label with the appropriate label elements just described.

6.2.3 Workplace labeling that includes the product identifier and words, pictures, symbols, or combination that provides at least general information regarding the hazards of the chemicals.

6. Containers of Hazardous Chemicals Continued

6.3 Kateri Powerline Solutions LLC or their designee will ensure that all containers are appropriately labeled.

6.3.1 No container will be released for use until this information is verified.

6.3.2 Workplace labels must be legible and in English.

6.3.3 Information in other languages is available through request from Jon Manikateri or their designee.

6.4 Small quantities intended for immediate use may be placed in a container without a label, provided that the individual keeps it in their possession at all times and the product is used up during the work shift or properly disposed of at the end of the work day.

6.4.1 However, the container should be marked with its contents.

6.5 Kateri Powerline Solutions LLC or employees of Kateri Powerline Solutions LLC shall not remove or deface labels on incoming containers of hazardous chemicals.

7 Safety Data Sheets

7.1 The manufacturer or importer of a chemical is required by OSHA to develop a Safety Data Sheet (SDS) that contains specific, detailed information about the chemical's hazard using a specified format.

7.2 The distributor or supplier of the chemical is required to provide this SDS to the purchaser.

7.3 SDS's are readily available to all employees during their work shifts.

7.4 Employees can review SDS for all hazardous chemicals used at this workplace in the main office of by request through Jon Manikateri or their designee.

7.5 The SDS's are updated and managed by Jon Manikateri or their designee.

7.6 If a SDS is not immediately available for a hazardous chemical, employees can obtain the required information by calling Jon Manikateri at 406-260-1383.

7.7 Where employees must travel between workplaces during a workshift, i.e., their work is carried out at more than one geographical location, the safety data sheets may be kept at the primary workplace facility.

8 Special Tasks (Non-Routine Tasks)

8.1 Before employees perform special (non-routine) tasks that may expose them to hazardous chemicals, their supervisors will inform them about the chemicals' hazards.

8.2 Their supervisors also will inform them about how to control exposure and what to do in an emergency.

8.3 Kateri Powerline Solutions LLC will evaluate the hazards of these tasks and provide appropriate controls including Personal Protective Equipment all additional training as required.

8.4 Examples of special tasks that may expose employees to hazardous chemicals include the following:

9 Informing Contractors/Employers about our Hazardous Chemicals

9.1 If employees of other employer(s) may be exposed to hazardous chemicals at our workplace (for example, employees of a construction contractor working on-site).

9.2 It is the responsibility of Jon Manikateri to provide contractors and their employees with the following information:

9.2.1 The identity of the chemicals, how to review our Safety Data Sheets, and an explanation of the container labeling system.

9.2.2 Safe work practices to prevent exposure. (name of person or job title) will also obtain a Safety Data Sheet for any hazardous chemical a contractor brings into the workplace.

9.3 Kateri Powerline Solutions LLC will make the written hazard communication program available, upon request, to employees, their designated representatives, the Assistant Secretary and the Director.

9.4 Where employees must travel between workplaces during a work shift, i.e., their work is carried out at more than one geographical location, the SDS's may be kept at the primary workplace facility.

	Kateri Powerline Solutions LLC	
	Hazard Communication	Reference: 29 CFR 1910.1200
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

HCS Pictograms & Hazards

HCS Pictograms and Hazards

Health Hazard

- Carcinogen
- Mutagenicity
- Reproductive Toxicity
- Respiratory Sensitizer
- Target Organ Toxicity
- Aspiration Toxicity

Flame

- Flammables
- Pyrophorics
- Self-Heating
- Emits Flammable Gas
- Self-Reactives
- Organic Peroxides

Exclamation Mark

- Irritant (skin and eye)
- Skin Sensitizer
- Acute Toxicity (harmful)
- Narcotic Effects
- Respiratory Tract Irritant
- Hazardous to Ozone Layer (Non-Mandatory

Gas Cylinder

- Gases Under Pressure

Corrosion

- Skin Corrosion/Burns
- Eye Damage
- Corrosive to Metals

Exploding Bomb

- Explosives
- Self-Reactives
- Organic Peroxides

Flame Over Circle

- Oxidizers

Environment (Non-Mandatory)

- Aquatic Toxicity

Skull and Crossbones

- Acute Toxicity (fatal or toxic)

	Kateri Powerline Solutions LLC	
	Heat Illness Prevention	Reference: T8 CCR Section 3395
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 23

1 Heat Illness Prevention Program

1.1 Outdoor workers who are exposed to hot and humid conditions are at risk of heat-related illness. The risk of heat-related illness becomes greater as the weather gets hotter and more humid.

1.1.1 This situation is particularly serious when hot weather arrives suddenly early in the season, before workers have had a chance to adapt to warm weather.

1.2 For people working outdoors in hot weather, both air temperature and humidity affect how hot they feel. The **"heat index"** is a single value that takes both temperature and humidity into account.

1.2.1 The higher the heat index, the hotter the weather feels, since sweat does not readily evaporate and cool the skin. The heat index is a better measure than air temperature alone for estimating the risk to workers from environmental heat sources.

1.3 Outdoor workers include any workers who spend a substantial portion of the shift outdoors. Examples include construction workers, agricultural workers, baggage handlers, electrical power transmission and control workers, and landscaping and yard maintenance workers. These workers are at risk of heat-related illness when the heat index is high.

1.4 Additional risk factors are listed below. These must be taken into consideration even when the heat index is lower.

1.4.1 Work in direct sunlight - adds up to 15 degrees to the heat index.

1.4.2 Perform prolonged or strenuous work

1.4.3 Wear heavy protective clothing or impermeable suits

1.5 Kateri Powerline Solutions LLC has developed the following policy on Heat Illness Prevention to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, long sleeves, shade & water breaks.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for for monitoring conditions and implementing the employer's heat plan throughout the workday.

4 Training

4.1 Training will be provided for employees in Heat Illness Prevention.

4.2 Training is broken out into supervisor and employees (see supervisor and employee training).

5 Responsibility

5.1 The following is a list of designated individuals who have the authority and responsibility for implementing the provisions of this program at this worksite.

Name	Title	Phone #
Jon Manikateri	Safety Coordinator	406-260-1383

6 Water Provisions

6.1 Drinking water containers (of five to 10 gallons each) will be brought to the site, so that at least two quarts per employee are available at the start of the shift.

6.1.1 All workers whether working individually or in smaller crews, will have access to drinking water.

6.1.2 Paper cone rims or bags of disposable cups and the necessary cup dispensers will be made available to workers and will be kept clean until used.

6.2 As part of the Effective Replenishment Procedures, the water level of all containers will be checked periodically (at least every hour), and more frequently when the temperature rises.

6.2.1 Water containers will be refilled with cool water, when the water level within a container drops below 50 percent.

6.2.2 Additional water containers (e.g. five gallon bottles) will be carried, to replace water as needed.

6.3 Water will be fresh, pure, and suitably cool and provided to employees free of charge.

6.3.1 Supervisors will visually examine the water and pour some on their skin to insure that the water is suitably cool.

6.3.2 During hot weather, the water must be cooler than the ambient temperature but not so cool as to cause discomfort.

6.4 Water containers will be located as close as practicable to the areas where employees are working (given the working conditions and layout of the worksite), to encourage the frequent drinking of water.

6.4.1 If field terrain prevents the water from being placed as close as possible to the workers, bottled water or personal water containers will be made available, so that workers can have drinking water readily accessible.

6.4.2 Since water containers are smaller than shade structures, they can be placed closer to employees than shade structures. Placing water only in designated shade areas or where toilet facilities are located is not sufficient.

6.4.3 When employees are working across large areas, water will be placed in multiple locations. For example, on a multi-story construction site, water should be placed in a safely accessible location on every floor where employees are working.

6.4.4 All water containers will be kept in sanitary condition. Water from non-approved or non-tested water sources (e.g., untested wells) is not acceptable.

6.4.5 If hoses or connections are used, they must be governmentally approved for potable drinking water systems, as shown on the manufactures label.

6.5 Daily, workers will be reminded of the location of the water coolers and of the importance of drinking water frequently.

6.5.1 When the temperature exceeds or is expected to exceed 80 degrees Fahrenheit, brief 'tailgate' meetings will be held each morning to review with employees the importance of drinking water, the number and schedule of water and rest breaks and the signs and symptoms of heat illness.

6.5.2 Audible devices (such as whistles or air horns) will be used to remind employees to drink water.

6.5.3 When the temperature equals or exceeds 95 degrees Fahrenheit or during a heat wave, pre-sift meetings before the commencement of work to encourage employees to drink plenty of water, and remind employees of their right to take a cool-down rest when necessary will be conducted.

6.5.4 Additionally, the number of water breaks will be increased.

6.5.5 Supervisors/foreman will lead by example and workers will be reminded throughout the work shift to drink water.

6.5.6 Individual water containers or bottled water provided to workers will be adequately identified to eliminate the possibility of drinking from a co-workers container or bottle.

7 Shade Access

7.1 Shade structures will be opened and placed as close as practical to the workers, when the temperature equals or exceeds 80 degrees Fahrenheit.

7.2 When the temperature is below 80 degrees Fahrenheit, access to shade will be provided promptly, when requested by an employee.

7.3 Note: The interior of a vehicle may not be used to provide shade unless the vehicle is air-conditioned and the air conditioner is on.

7.4 Enough shade structures will be available at the site, to accommodate all of the employees who are on such a break at any point in time.

7.5 During meal periods there will be enough shade for all of the employees who choose to remain in the general area of work or in areas designated for recovery and rest periods.

7.6 (Employers may rotate employees in and out of meal periods, as with recovery and rest periods.)

7.7 Daily, workers will be informed of the location of the shade structures and will be encouraged to take a five minute cool-down rest in the shade.

7.8 An employee who takes a preventative cool-down rest break will be monitored and asked if he/she is experiencing symptoms of heat illness and in no case will the employee be ordered back to work until signs or symptoms of heat illness have abated. (see also the section on Emergency Response for additional information)

7.9 Shade structures will be relocated to follow along with the crew and they will be placed as close as practical to the employees, so that access to shade is provided at all times.

7.10 All employees on a recovery, rest break or meal period will have full access to shade so they can sit in a normal posture without having to be in physical contact with each other.

7.11 In situations where trees or other vegetation are used to provide shade (such as in orchards), the thickness and shape of the shaded area will be evaluated, before assuming that sufficient shadow is being cast to protect employees.

7.12 In situations where it is not safe or feasible to provide access to shade (e.g., during high winds), a note will be made of these unsafe or unfeasible conditions, and of the steps that will be taken to provide shade upon request.

7.13 For non-agricultural, in situations where it is not safe or feasible to provide shade (mobile equipment and vehicle hazards, high winds), a note will be made of these unsafe or unfeasible conditions, and of the steps that will be taken to provide alternative cooling measures but with equivalent protection as shade.

8 Weather Monitoring

8.1 The supervisor will be trained and instructed to check in advance the extended weather forecast.

8.2 Weather forecasts can be checked with the aid of:

8.2.1 The internet (http://www.nws.noaa.gov/),

8.2.2 By calling the National Weather Service phone numbers or

8.2.3 By checking the Weather Channel TV Network.

8.3 The work schedule will be planned in advance, taking into consideration whether high temperatures or a heat wave is expected.

8.4 This type of advance planning must take place all summer long.

8.5 Prior to each workday, the forecasted temperature and humidity for the worksite will be reviewed and will be compared against the National Weather Service Heat Index to evaluate the risk level for heat illness.

8.6 Determination will be made of whether or not workers will be exposed at a temperature and humidity characterized as either “extreme caution” or “extreme danger” for heat illnesses.

8.7 It is important to note that the temperature at which these warnings occur must be lowered as much as 15 degrees if the workers under consideration are in direct sunlight.

8.8 Prior to each workday, the supervisor will monitor the weather (using http://www.nws.noaa.gov/ or with the aid of a simple thermometer) at the worksite.

8.9 This critical weather information will be taken into consideration, to determine, when it will be necessary to make modifications to the work schedule (such as stopping work early, rescheduling the job, working at night or during the cooler hours of the day, increasing the number of water and rest breaks).

8.10 A thermometer will be used at the jobsite to monitor for sudden increases in temperature, and to ensure that once the temperature exceeds 80 degrees Fahrenheit, shade structures will be opened and made available to the workers.

8.11 In addition, when the temperature equals or exceeds 95 degrees Fahrenheit, additional preventive measures such as the High Heat Procedures will be implemented.

9 Heat Waves

9.1 Heat wave means any day in which the predicted high temperature for the day will be at least 80 degrees Fahrenheit and at least ten degrees Fahrenheit higher than the average high daily temperature in the preceding five days.

9.2 During a heat wave or heat spike, the work day will be cut short or rescheduled (example conducted at night or during cooler hours).

9.3 During a heat wave or heat spike, and before starting work, tailgate meetings will be held, to review the company heat illness prevention procedures, the weather forecast and emergency response.

9.4 In addition, if schedule modifications are not possible, workers will be provided with an increased number of water and rest breaks and will be observed closely for signs and symptoms of heat illness.

9.5 Each employee will be assigned a “buddy” to be on the lookout for signs and symptoms of heat illness and to ensure that emergency procedures are initiated when someone displays possible signs or symptoms of heat illness.

10 High Heat Procedures

10.1 High Heat Procedures are additional preventive measures that this company will use when the temperature equals or exceeds 95 degrees Fahrenheit.

10.2 Effective communication by voice, direct observation (applicable for work crews of 20 or fewer), mandatory buddy system, or electronic means will be maintained, so that employees at the worksite can contact a supervisor when necessary.

10.3 If the supervisor is unable to be near the workers (to observe them or communicate with them), then an electronic device, such as a cell phone or text messaging device, may be used for this purpose if reception in the area is reliable.

10.4 Frequent communication will be maintained with employees working by themselves or in smaller groups (keep tabs on them via phone or two-way radio), to be on the lookout for possible symptoms of heat illness.

10.5 The employee(s) will be contacted regularly and as frequently as possible throughout the day, since an employee in distress may not be able to summon help on his or her own.

10.6 Effective communication and direct observation for alertness and/or signs and symptoms of heat illness will be conducted frequently.

10.7 When the supervisor is not available, a designated alternate responsible person will be assigned, to look for signs and symptoms of heat illness.

10.8 If a supervisor, designated observer, or any employee reports any signs or symptoms of heat illness in any employee, the supervisor or designated person will take immediate action commensurate with the severity of the illness (see Emergency Response Procedures).

10.9 Employees will be reminded constantly throughout the work shift to drink plenty of water and take preventative cool-down rest break when needed.

11 Acclimatization Procedures

11.1 Acclimatization is the temporary and gradual physiological change in the body that occurs when the environmentally induced heat load to which the body is accustomed is significantly and suddenly exceeded by sudden environmental changes.

11.2 In more common terms, the body needs time to adapt when temperatures rise suddenly, and an employee risks heat illness by not taking it easy when a heat wave strikes or when starting a new job that exposes the employee to heat to which the employee's body hasn't yet adjusted.

11.3 Inadequate acclimatization can be significantly more perilous in conditions of high heat and physical stress.

11.4 The weather will be monitored daily. The supervisor will be on the lookout for sudden heat wave(s), or increases in temperatures to which employees haven't been exposed to for several weeks or longer.

11.5 During a heat wave or heat spike, the work day will be cut short (example 12 p.m.), will be rescheduled (example conducted at night or during cooler hours) or if at all possible cease for the day.

11.6 New employees, or those employees who have been newly assigned to a high heat area will be closely observed by the supervisor or designee for the first 14 days. The intensity of the work will be lessened during a two-week break-in period (such as scheduling slower paced, less physically demanding work during the hot parts of the day and the heaviest work activities during the cooler parts of the day (early morning or evening). Steps taken to lessen the intensity of the workload for new employees will be documented.

11.7 The supervisor, or the designee will be extra-vigilant with new employees and stay alert to the presence of heat related symptoms.

11.8 New employees will be assigned a “buddy” or experienced coworker to watch each other closely for discomfort or symptoms of heat illness.

11.9 During a heat wave, all employees will be observed closely (or maintain frequent communication via phone or radio), to be on the lookout for possible symptoms of heat illness.

11.10 Employees and supervisors will be trained on the importance of acclimatization, how it is developed and how these company procedures address it.

12 Emergency Response

12.1 Prior to assigning a crew to a particular worksite, workers and the foreman will be provided a map of the site, along with clear and precise directions (such as streets or road names, distinguishing features and distances to major roads), to avoid a delay of emergency medical services.

12.2 Prior to assigning a crew to a particular worksite, efforts will be made to ensure that a qualified and appropriately trained and equipped person is available at the site to render first aid if necessary.

12.3 Prior to the start of the shift, a determination will be made of whether or not a language barrier is present at the site and steps will be taken (such as assigning the responsibility to call emergency medical services to the foreman or an English speaking worker) to ensure that emergency medical services can be immediately called in the event of an emergency.

12.4 All foremen and supervisors will carry cell phones or other means of communication, to ensure that emergency medical services can be called. Checks will be made to ensure that these electronic devices are functional prior to each shift.

12.5 When an employee is showing symptoms of possible heat illness, steps will be taken immediately to keep the stricken employee cool and comfortable once emergency service responders have been called (to reduce the progression to more serious illness). Under no circumstances will the affected employee be left unattended.

12.6 At remote locations such as rural farms, lots or undeveloped areas, the supervisor will designate an employee or employees to physically go to the nearest road or highway where emergency responders can see them. If daylight is diminished, the designated employee(s) shall be given reflective vest or flashlights in order to direct emergency personnel to the location of the worksite, which may not be visible form the road or highway.

12.7 During a heat wave or hot temperatures, workers will be reminded and encouraged to immediately report to their supervisor any signs or symptoms they are experiencing.

12.8 Employees and supervisors training will include every detail of these written emergency procedures.

13 Sick Employee Procedures

13.1 When an employee displays possible signs or symptoms of heat illness, a trained first aid worker or supervisor will check the sick employee and determine whether resting in the shade and drinking cool water will suffice or if emergency service providers will need to be called. A sick worker will not be left alone in the shade, as he or she can take a turn for the worse!

13.2 When an employee displays possible signs or symptoms of heat illness and no trained first aid worker or supervisor is available at the site, emergency service providers will be called.

13.3 Emergency service providers will be called immediately if an employee displays signs or symptoms of heat illness (decreased level of consciousness, staggering, vomiting, disorientation, irrational behavior, incoherent speech, convulsions, red and hot face), does not look OK or does not get better after drinking cool water and resting in the shade. While the ambulance is in route, first aid will be initiated (cool the worker: place the worker in the shade, remove excess layers of clothing, place ice pack in the armpits and groin area and fan the victim). Do not let a sick worker leave the site, as they can get lost or die before reaching a hospital!

13.4 If an employee does not look OK and displays signs or symptoms of severe heat illness (decreased level of consciousness, staggering, vomiting, disorientation, irrational behavior, incoherent speech, convulsions, red and hot face), and the worksite is located more than 20 minutes away from a hospital, call emergency service providers, communicate the signs and symptoms of the victim and request Air Ambulance

14 Employee & Supervisory Training

14.1 Records of the training will be documented showing the date of training, who performed the training, who attended training and subject(s) covered.

14.2 Supervisors will be trained prior to being assigned to supervise other workers. Training will include this company's written procedures and the steps supervisors will follow when employees' exhibit symptoms consistent with heat illness.

14.3 Supervisors will be trained on their responsibility to provide water, shade, cool-down rests, and access to first aid as well as the employees' right to exercise their rights under this standard without retaliation.

14.4 Supervisors will be trained in appropriate first aid and/or emergency responses to different types of heat illness, and in addition, that heat illness may progress quickly from mild symptoms and signs to serious and life threatening illness.

14 Employee & Supervisory Training

14.5 Supervisors will be trained on how to track the weather at the job site (by monitoring predicted temperature highs and periodically using a thermometer). Supervisors will be instructed on, how weather information will be used to modify work schedules, to increase number of water and rest breaks or cease work early if necessary.

14.6 Supervisors must ensure personal factors that contribute to heat related illness are taken into consideration before assigning a task where there is the possibility of a heat-related illness occurring. The most common personal factors that can contribute to heat related illness are age, weight/fitness, drug/alcohol use, prior heat-related illness, etc.

14.7 All employees and supervisors will be trained prior to working outside. Training will include all aspects of implementing an effective Heat Illness Prevention Plan including but not limited to; providing sufficient water, providing access to shade, high-heat procedures, emergency response procedures and acclimatization contained in the company's written prevention procedures.

14.8 Employees will be trained on the steps that will be followed for contacting emergency medical services, including how they are to proceed when there are non-English speaking workers, how clear and precise directions to the site will be provided and the importance of making visual contact with emergency responders at the nearest road or landmark to direct them to their worksite.

14.9 When the temperature is expected to exceed 80 degrees Fahrenheit, short 'tailgate' meetings will be held to review the weather report, to reinforce heat illness prevention with all workers, to provide reminders to drink water frequently, to inform them that shade can be made available upon request and to remind them to be on the lookout for signs and symptoms of heat illness.

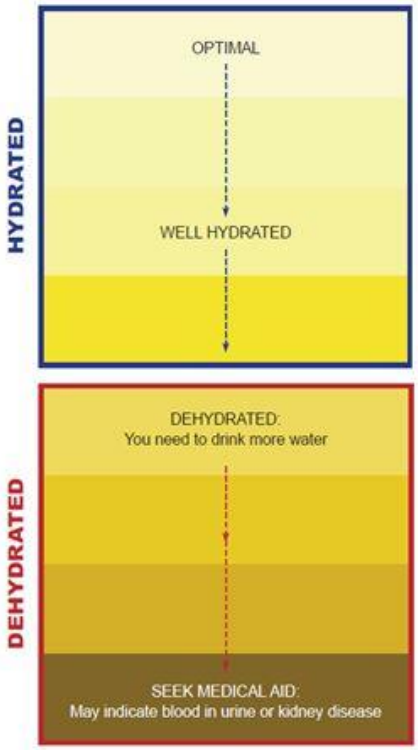
14.10 New employees will be assigned a "buddy" or experienced coworker to ensure that they understand the training and follow company procedures.

	Kateri Powerline Solutions LLC	
	Heat Illness Prevention	Reference: T8 CCR Section 3395
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

15 Hydration Chart & Heat Index

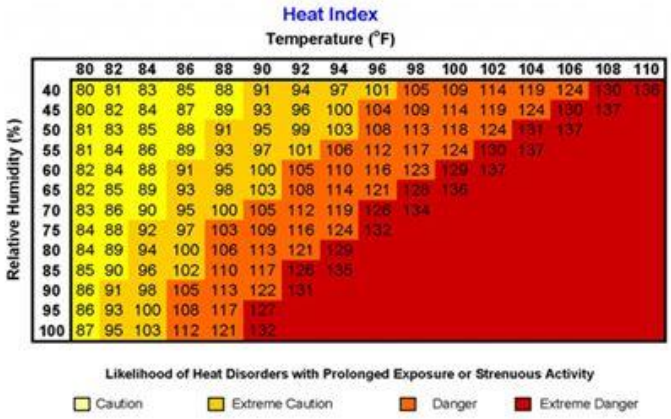
Checking the color of your urine can determine whether you are well hydrated or not, use the Hydration Chart below to determine this.

Hydration Chart



Water Consumption Table

Heat Category	WBGT Index, °F	Easy Work *Water Intake (Quart/Hour)*	Moderate Work *Water Intake (Quart/Hour)*	Hard Work *Water Intake (Quart/Hour)*
1	78° - 81.9°	½	¾	¾
2	82° - 84.9°	½	¾	1
3	85° - 87.9°	¾	¾	1
4	88° - 89.9°	¾	¾	1
5	> 90°	1	1	1



	Kateri Powerline Solutions LLC	
	Housekeeping	Reference: www.OSHA.gov
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 24

1 Housekeeping Program

1.1 Kateri Powerline Solutions LLC has developed the following policy on Housekeeping to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Responsibilities

4.1 Workers:

4.1.1 Complete visual inspection of work area on a daily basis and, one time per week, recording all deviations from standard on checklist and reporting these to your supervisor.

4.1.2 Cleanup as necessary prior to commencing regular duties.

4.2 Supervisors:

4.2.1 Distribute and collect reports as required and maintain records.

4.2.2 Ensure that work areas that do not meet safety standards are cordon off immediately pending repair.

4.2.3 Train workers in how to complete inspections and report deficiencies requiring authorization to repair.

4.2.4 Where repairs are required, issue Change Request Form to dispatcher (maintenance supervisor) and provide a copy to the safety coordinator.

4.2.5 Periodically, conduct an inspection before or after the worker's inspection to ensure inspection is accurate and complete.

4.3 Safety coordinator:

4.3.1 Participate in the development and review of forms.

4.3.2 Ensure that supervisor has been trained in how to complete inspections and train others on how to complete the inspections to the standard.

4.3.3 Periodically, conduct an inspection of the work area to ensure the standard is in compliance.

5 Procedure

5.1 The supervisors and the Safety Coordinator will develop a checklist for weekly checks of the facility.

5.2 This checklist will be reviewed for adequacy as part of all accident investigations.

5.3 The supervisor of the department will ensure that copies of the checklist are available to workers as required.

5.4 The assigned persons will complete the forms promptly and return them to the supervisor, noting any deviations from standard operating conditions.

5.5 Any deviation on key items must result in the work area being cordon off (locked out) and not used pending cleanup and/or repair.

5.6 The supervisor will maintain records of all work place inspections.

6 Training

6.1 Training in the following areas will be provided:

6.1.1 - Company Housekeeping Policy,

6.1.2 - Work place housekeeping standards,

6.1.3 - General regular housekeeping maintenance.

7 Evaluation

7.1 The safety coordinator shall annually and following any accident / incident evaluate effectiveness of and compliance with this policy.

8 Housekeeping Checklist

Meets standard ✔ Does not meet standard ✕ Comments

Aisles: **clean, clear, well-marked**		
Exits & Entrances: **clean, clear, well-marked** **free of ice, snow, water**		
Hand and portable tools: **properly stored when in use/ not in use**		
Fire Fighting equipment: **clearly marked & accessible**		
Floors: **clean, clear, in good condition, well drained**		
Ladders: **in good condition, free of oil / grease** **secure when in use / not in use**		
Lighting: **clean, adequate**		
Machines: **clean, clear, in good condition**		
Roadways, Parking Area: **IN GOOD REPAIR, WELL MARKED, CLEAR OF ICE & SNOW**		
Signs and Tags: **adequate, appropriate, clean**		
Stacking and Storage: **area clean and clear, aisles clear, stacks stable, well labeled**		

8 Housekeeping Checklist Continued

Stairs: **NON-SLIP TREAD , CLEAN, CLEAR, IN GOOD CONDITION**		
Ventilation System: **well maintained, clean ,clear**		
Waste Disposal / Recycling: emptied frequently, adequate number of containers, **separate & approved containers for oily rags**		

8.1 Inspection completed by: _____Date : _____

	Kateri Powerline Solutions LLC	
	Incident Investigation & Reporting	Reference: www.OSHA.gov
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 25

1 Incident Investigation & Reporting Program

1.1 OSHA strongly encourages employers to investigate all incidents in which a worker was hurt, as well as close calls (sometimes called "near misses"), in which a worker might have been hurt if the circumstances had been slightly different.

1.2 In the past, the term "accident" was often used when referring to an unplanned, unwanted event. To many, "accident" suggests an event that was random, and could not have been prevented. Since nearly all worksite fatalities, injuries, and illnesses are preventable, OSHA suggests using the term "incident" investigation.

1.3 Kateri Powerline Solutions LLC has developed the following policy on Incident Investigation to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting.

2.2 PPE: Safety vest, Hard hats, Work boots, Safety glasses.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Employees of Kateri Powerline Solutions LLC will be trained in their respective roles and responsibilities for incident response and incident investigation.

4.2 Training will be conducted prior to initial assignment and annually thereafter.

4.3 The training will cover:

4.3.1 Incident investigation awareness,

4.3.2 First responder, and

4.3.3 Investigation techniques.

4.4 Members of the investigation team must be trained, qualified, and competent. Members of the investigation team must understand their roles and responsibilities for incident response and be familiar with the techniques used in incident investigations.

5 Incidents

5.1 It is the policy of Kateri Powerline Solutions LLC that all incidents will be investigated using a root cause analysis.

5.2 The written investigation report must include immediate corrective actions to be taken as well as long term actions that are required to prevent the recurrence of the incident.

5.3 The written report must include at a minimum, the description of the incident, evidence collected, an explanation as to the cause of the incident, and corresponding corrective actions.

5.4 Lessons learned must be reviewed and communicated to affected company employees in order to prevent reoccurrence of the incident or those similar.

5.5 Investigations will be conducted to reflect the seriousness of the incident.

5.6 Required incidents must be reported to OSHA within 8 hours of their discovery.

5.7 Incidents must also be reported to the client as soon as possible, or in a timely manner (within 24 hours of incident).

5.8 Before investigating, all emergency response needs must be completed and the incident site must be safe and secure for entry and investigation.

5.9 Preserve the scene to prevent material evidence from being removed or altered investigators can use cones, tape, and/or guards.

6 Who Should Conduct and Participate in the Incident Investigation?

6.1 Management,

6.2 Members of the safety committee (both labor and management members),

7 When Should the Incident Investigation be Conducted?

7.1 As soon as possible, after the incident occurs or is reported.

7.2 Before the scene of the incident is disturbed or changed.

7.3 Before victim(s) and witnesses forget what happened.

8 Reporting of Injuries, Incidents and Near-Misses

8.1 All injuries, incidents and near-misses should be reported. An incident or near-miss cannot be investigated if it is not reported. The definition of a near-miss is an incident in which an injury could have occurred but did not.

8.2 There should be no discipline imposed on an employee who reports an incident or near-miss. Discipline or similar actions by the employer can discourage employees from reporting injuries, incidents or near-misses.

9 Elements of Incident Investigation

9.1 Elements of our incident investigation include: preparation, on-site investigation and development of a report, with recommendations for prevention.

9.2 **Preparation**

9.2.1 Provide training to investigators, including management, workers, and safety committee members.

9.2.2 Implement a process for notifying investigators when an incident occurs.

9.2.3 Create forms to be used for taking notes and documenting conditions.

9.2.4 Identify documents that need to be collected.

9.3 **On-site Investigation**

9.3.1 The purpose of on-site investigation is to document conditions and collect information, as well as to do a root-cause analysis to determine the cause(s).

9.3.2 It is important to take notes and document any and all information that might be important to the investigation. It is better to have too much information and not use it, than not have the correct information and not be able to get it after the fact.

9.3.3 Collecting evidence at the scene.

9.4 Writing equipment such as pens/paper, measurement equipment such as tape measures and rulers, cameras, small tools, audio recorder, PPE, marking devices such as flags, equipment manuals, etc. will be available for use.

9.4.1.1 Document conditions using:

9.4.1.1.1 Photographs,

9.4.1.1.2 Video tapes,

9.4.1.1.3 Written notes,

9.4.1.1.4 Taking measurements.

9.4.2 What to look at and what information to collect. (Not all of the following will apply and this is not an all-inclusive list. You may look at things not on this list.)

9.4.2.1 Equipment/machines involved.

9.4.2.2 Condition of equipment (e.g. sharp edges, broken pieces, duct tape holding machine together, leaks, frayed electric cords).

9.4.2.3 Tools used (e.g. hooks, scissors, knives).

9.4.2.4 Manufacturer and model number of machine(s) being operated at time of incident (if appropriate).

9.4.2.5 Manufacturer, year, and model number of forklift or other industrial truck, if incident involved such equipment.

9.4.2.6 Environmental conditions including air temperature, noise, and lighting. These may have contributed to incident.

9.4.2.7 In the area where the incident occurred, look for conditions such as steam, fog, or haze from chemicals which may have contributed to problems with visibility.

9.4.2.8 Safety conditions (e.g. slippery floors, uneven floors, cracked floors, ice on floors, clogged drains).

9.4.2.9 Physical obstacles (e.g. tripping hazards, blocked exits).

9.4.2.10 Were appropriate machine guards, floor guards, guards for moving augers or other types of guards in place?

9.4.3 Evidence such as people, positions of equipment, parts, and papers will be preserved, secured, and collected through notes, photographs, witness statements, flagging, and impoundment of documents and equipment.

10 Interviews

10.1 Who to interview?

10.1.1 Victim(s),

10.1.2 Co-workers,

10.1.3 Person who reported incident, near-miss or injury (This person may be different from the victim.),

10.1.4 Supervisor of area where incident occurred,

10.1.5 Witnesses,

10.1.6 Safety director,

10.1.7 Others who may have been involved (maintenance, sanitation, etc.),

10.1.8 Other workers who have done the job that was being done by the victim.

10.2 Where should interview (s) take place?

10.2.1 Conference room or other quiet, private room,

10.2.2 Not at the scene.

10.3 The purpose of interviews is to get the facts and find out what happened.

10.4 Follow up interviews may also be necessary.

10.5 **Getting the facts: Asking the questions: when, who, where, what, why?**

10.5.1 When: (Time questions)

10.5.1.1 What time did incident occur?

10.5.1.2 What day of the week did the incident occur?

10.5.1.3 How long had victim been working on the day of the incident before he or she was injured?

10.5.1.4 Was the individual working overtime?

10.5.1.5 What shift did the incident occur on?

10.5.1.6 When did shift start?

10.5.1.7 How long had the victim worked on his or her particular job (in days, weeks, months, years) before incident occurred?

10.5 Getting the facts: Asking the questions: when, who, where, what, why? Continued

10.5.2 Who:

10.5.2.1 Who was injured?

10.5.2.2 Who witnessed incident?

10.5.2.3 Who first responded after incident occurred?

10.5.2.4 Who supervised the victim?

10.5.2.5 Who has done the same job before?

10.5.2.6 Who trained the victim on the job?

10.5.2.7 Who installed equipment (if incident involved a piece of equipment)?

10.5.2.8 Who provided maintenance on the equipment?

10.5.2.9 Who inspected the equipment?

10.5.2.10 When the equipment was last inspected and or maintained?

10.5.2.11 Who told the victim to do the work he or she was involved in at time of incident?

10.5.3 Where:

10.5.3.1 Where did incident occur?

10.5.3.2 Where was the victim at the time of the incident?

10.5.3.3 Where were the witnesses?

10.5.3.4 Where was the supervisor?

10.5.4 What:

10.5.4.1 What happened?

10.5.4.2 What was the victim doing at the time of the incident?

10.5.4.3 What was the victim doing immediately prior to the incident?

10.5.4.4 If this was not the victim's regular job, what was his or her regular job?

10.5 Getting the facts: Asking the questions: when, who, where, what, why? Continued

10.5.5 Questions about conditions on the day of the incident

10.5.5.1 Was the victim working in crowded conditions? I.e., too close to another worker?

10.5.5.2 Was there anything different or abnormal on the day of the incident, with respect to working conditions or the work being done?

10.5.5.3 Was the job understaffed or under crewed on the day of the incident or at the time of the incident? i.e. if three people are needed to do the job safely, were all three people working and present?

10.5.5.4 If line speed was a factor, was the line moving at normal speed, or was there speed up on the day of the incident?

10.5.5.5 Was there more work to do than normal on the day of the incident (thus putting pressure on the worker(s) to work faster or to bypass safety devices)?

10.5.5.6 Were workers asked to work overtime on the day of the incident?

10.5.6 Regarding Personal Protective Equipment (PPE):

10.5.6.1 Was PPE required for the job on which the incident occurred?

10.5.6.2 If PPE was required, exactly what kind of PPE was required?

10.5.6.3 In the course of the investigation, does it appear that the PPE was inappropriate for this particular job?

10.5.6.4 Was the victim wearing the required/appropriate PPE?

10.5.6.5 Were there any problems with the PPE on the day of the incident? i.e. was the PPE defective, ill-fitting, had holes, etc.?

10.5.6.6 Could the PPE in any way have been a contributing factor to the occurrence of the incident / injury?

11 Development of a Report

11.1 Based upon the information collected in the investigation, the root cause(s) of the incident will be determined, and recommendations for prevention will address the root cause(s).

11.2 Recommendations should address:

11.2.1 Issues related to the specific incident,

11.2.2 Issues related to similar situations, conditions, equipment,

11.2.3 Management system deficiencies,

11.2.4 Effective Controls and Prevention Actions,

11.2.5 Evaluation of controls and Prevention Actions.

11.3 When the report is completed, copies of the report should be made available to all of the participants of the incident investigation. Copies of the report should also be made upon request.

11.4 Lessons learned will be reviewed and communicated to prevent reoccurrence or similar events.

12 Severe Injuries & Fatalities

12.1 It a requirement of Kateri Powerline Solutions LLC that within eight (8) hours after the death of any employee as a result of a work-related incident, Kateri Powerline Solutions LLC will report the fatality to the Occupational Safety and Health Administration (OSHA), U.S. Department of Labor.

12.2 Within twenty-four (24) hours after the in-patient hospitalization of one or more employees or an employee's amputation or an employee's loss of an eye, as a result of a work-related incident, Kateri Powerline Solutions LLC will report the in-patient hospitalization, amputation, or loss of an eye to OSHA.

12.3 Severe injuries and/or fatalities will be reported by using one of the following methods:

12.3.1 By telephone or in person to the OSHA Area Office that is nearest to the site of the incident,

12.3.2 By telephone to the OSHA toll-free central telephone number, 1-800-321-OSHA (1-800-321-6742), or

12.3.3 By electronic submission using the reporting application located on OSHA's public web site at www.osha.gov.

13 Incident Investigation Form

Incident details	
Name of person involved in the incident:	Date of incident:
Location of incident:	
Incident investigation team:	
What task was being performed at the time of the incident?	
What happened? (e.g. 'employee tripped over box' or 'forklift hit wall')	
What factors contributed to the incident?	

Environment:		**Equipment/materials:**	
☐ Noise	☐ Layout / design	☐ Wrong equipment for the job	☐ Equipment failure
☐ Lighting	☐ Dust / fume	☐ Inadequate maintenance	☐ Material / equipment too heavy / awkward
☐ Vibration	☐ Slip / trip hazard	☐ Inadequate guarding	☐ Inadequate training provided
☐ Damaged / unstable floor	☐ Other	☐ Other	

12 Incident Investigation Form Continued

Work systems:		**People:**	
☐ Hazard not identified	☐ No / inadequate risk assessment conducted	☐ Procedure not followed / no procedure exists	☐ Drugs / alcohol
☐ No / inadequate safe work procedure	☐ No / inadequate controls implemented	☐ Fatigue	☐ Time / production pressures
☐ Hazard not reported	☐ Inadequate training / supervision	☐ Change of routine	☐ Distraction / personal issues / stress
☐ Other		☐ Lack of communication	☐ Other

Corrective actions:

Contributing factor (from above list)	What are we going to do to fix the problem?	Who	When	Completion date

Issue fixed?

Name	Signature	Date
Person involved in incident:		
Manager:		

	Kateri Powerline Solutions LLC	
	Incident Investigation & Reporting	Reference: www.OSHA.gov
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

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	Kateri Powerline Solutions LLC	
	Injury / Illness Recordkeeping	Reference: 29 CFR 1904.41
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 26

1 Injury / Illness Recordkeeping Program

1.1 Kateri Powerline Solutions LLC has developed the following policy on Injury/Illness Recordkeeping to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety Meeting, Log 300, 300A, 301.

3 Competent Person

3.1 Jon Manikateri or their designee is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees.

5 How does OSHA define a recordable injury or illness?

5.1.1 Any work-related fatality.

5.1.2 Any work-related injury or illness that results in loss of consciousness, days away from work, restricted work, or transfer to another job.

5.1.3 Any work-related injury or illness requiring medical treatment beyond first aid.

5.1.4 Any work-related diagnosed case of cancer, chronic irreversible diseases, fractured or cracked bones or teeth, and punctured eardrums.

5.1.5 There are also special recording criteria for work-related cases involving:

5.1.5.1 Needlesticks and sharps injuries,

5.1.5.2 Medical removal,

5.1.5.3 Hearing loss; and,

5.1.5.4 Tuberculosis.

6 How does OSHA define first aid?

6.1 Using a non-prescription medication at nonprescription strength (for medications available in both prescription and non-prescription form, a recommendation by a physician or other licensed health care professional to use a non-prescription medication at prescription strength is considered medical treatment for recordkeeping purposes).

6.2 Administering tetanus immunizations (other immunizations, such as Hepatitis B vaccine or rabies vaccine, are considered medical treatment); Cleaning, flushing or soaking wounds on the surface of the skin.

6.3 Using wound coverings such as bandages, Band-Aids™, gauze pads, etc.; or using butterfly bandages or Steri-Strips™ (other wound closing devices such as sutures, staples, etc., are considered medical treatment).

6.4 Using hot or cold therapy.

6.5 Using any non-rigid means of support, such as elastic bandages, wraps, non-rigid back belts, etc. (devices with rigid stays or other systems designed to immobilize parts of the body are considered medical treatment for recordkeeping purposes).

6.6 Using temporary immobilization devices while transporting an accident victim (e.g., splints, slings, neck collars, back boards, etc.). Drilling of a fingernail or toenail to relieve pressure, or draining fluid from a blister.

6.7 Using eye patches.

6.8 Removing foreign bodies from the eye using only irrigation or a cotton swab.

6.9 Removing splinters or foreign material from areas other than the eye by irrigation, tweezers, cotton swabs or other simple means.

6.10 Using finger guards.

6.11 Using massages (physical therapy or chiropractic treatment are considered medical treatment for recordkeeping purposes), or

6.12 Drinking fluids for relief of heat stress.

7 Records (OSHA 300/300A)

7.1 It is the policy of Kateri Powerline Solutions LLC to keep written records of all work related:

7.1.1 Fatalities,

7.1.2 Injuries, and

7.1.3 Illnesses that:

7.1.3.1 Are work-related,

7.1.3.2 Are a new case and

7.1.3.3 Meets one or more of the general recording criteria.

7.2 It is a requirement of Kateri Powerline Solutions LLC that every recordable injury / illness is entered on the appropriate OSHA 300 log for that quarter/month.

7.2.1 A 301-incident report or equivalent form must be filled out within 7 calendar days of receiving the information that a recordable has occurred.

7.3 Recordkeeping forms must be maintained for 5 years.

7.3.1 300,

7.3.2 300A,

7.3.3 301.

8 Annual Summary

8.1 Jon Manikateri will examine the OSHA 300 log to ensure it is accurate.

8.1.1 Once found to be accurate Jon Manikateri will then sign the OSHA 300A summary.

8.2 The annual summary will be posted at the main office in an easily spotted place.

8.3 The annual summary must not be:

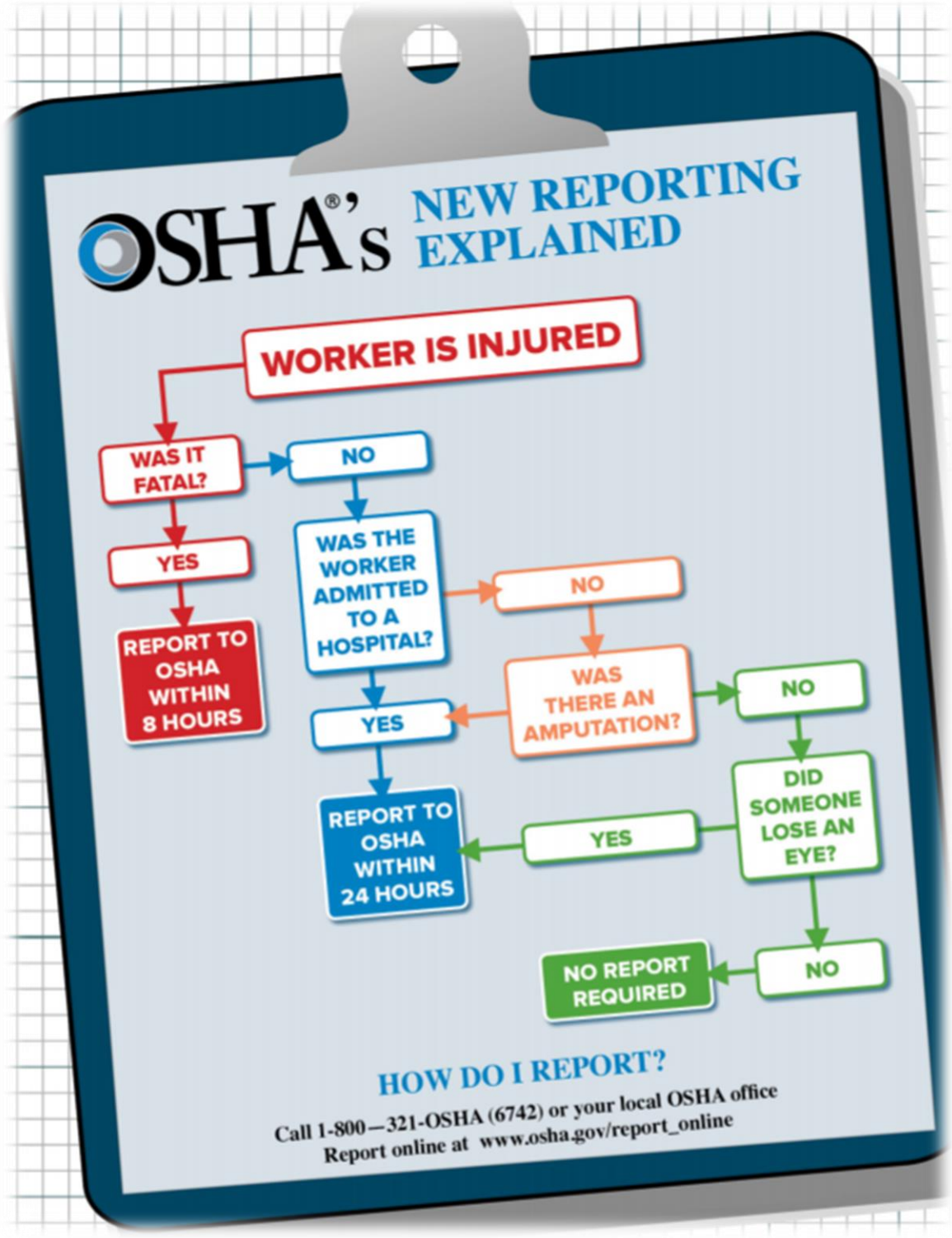
8.3.1 Covered by other material,

8.3.2 Altered, or

8.3.3 Defaced.

8.4 The annual summary will be posted by February 1st of the year following the year covered by the records and the posting kept in place until April 30th.

	Kateri Powerline Solutions LLC	
	Injury / Illness Recordkeeping	Reference: 29 CFR 1904.41
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022



CHAPTER 27

1 Ladder Safety Program

1.1 Working on and around stairways and ladders is hazardous. Stairways and ladders are major sources of injuries and fatalities among construction workers for example, and many of the injuries are serious enough to require time off the job.

1.2 OSHA rules apply to all stairways and ladders used in construction, alteration, repair, painting, decorating and demolition of worksites covered by OSHA's construction safety and health standards.

1.3 Kateri Powerline Solutions LLC has developed the following policy on Ladder Safety to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Certification training (Fall Protection, Ladders & Stairways).

2.2 PPE: Safety Vest, Fall protection, Work boots, Hard hats.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the use of ladders and stairways.

5 Ladders Safe Practices

5.1 Ladders used by the company's employees must meet the requirements of OSHA and ANSI.

5.2 Ladders must be capable of supporting the following loads without failure:

5.3 **Each self-supporting portable ladder:**

5.3.1 At least four times the maximum intended load, except that each extra-heavy-duty type 1A metal or plastic ladder must sustain at least 3.3 times the maximum intended load.

5.3.2 The ability of a ladder to sustain the loads will be determined by applying or transmitting the requisite load to the ladder in a downward vertical direction.

5.4 **Each portable ladder that is not self-supporting:**

5.4.1 At least four times the maximum intended load, except that each extra-heavy-duty type 1A metal or plastic ladders must sustain at least 3.3 times the maximum intended load.

5.5 Non-self-supporting ladders must be used at an angle such that the horizontal distance from the top support to the foot of the ladder is approximately one-quarter of the working length of the ladder (the distance along the ladder between the foot and the top support). The angle is commonly known as a 4:1 ratio, which may be substituted for the language of one-quarter of the working length of the ladder.

5.6 **Each fixed ladder:**

5.6.1 At least two loads of 250 pounds (114 kg) each, concentrated between any two consecutive attachments (the number and position of additional concentrated loads of 250 pounds (114 kg) each, determined from anticipated usage of the ladder, must also be included), plus anticipated loads caused by ice buildup, winds, rigging, and impact loads resulting from the use of ladder safety devices.

5.6.2 Each step or rung must be capable of supporting a single concentrated load of at least 250 pounds (114 kg) applied in the middle of the step or rung.

5.7 **Rungs, Cleats & Steps:**

5.7.1 Ladder rungs, cleats, and steps s be parallel, level, and uniformly spaced when the ladder is in position for use.

5.7.2 Rungs, cleats, and steps of portable ladders (except as provided below) and fixed ladders (including individual-rung/step ladders) must be spaced not less than 10 inches (25 cm) apart, nor more than 14 inches (36 cm) apart, as measured between center lines of the rungs, cleats, and steps.

5.7.3 Rungs, cleats, and steps of step stools must be not less than 8 inches (20 cm) apart, nor more than 12 inches (31 cm) apart, as measured between center lines of the rungs, cleats, and steps.

5.7.4 Rungs, cleats, and steps of the base section of extension trestle ladders must not be less than 8 inches (20 cm) nor more than 18 inches (46 cm) apart, as measured between center lines of the rungs, cleats, and steps. The rung spacing on the extension section of the extension trestle ladder must be not less than 6 inches (15 cm) nor more than 12 inches (31 cm), as measured between center lines of the rungs, cleats, and steps.

5.7.5 The minimum clear distance between the sides of individual-rung/step ladders and the minimum clear distance between the side rails of other fixed ladders must be 16 inches (41 cm).

5.7.6 The minimum clear distance between side rails for all portable ladders must be 11 1/2 inches (29 cm).

5.7.7 The rungs of individual-rung/step ladders must be shaped such that employees' feet cannot slide off the end of the rungs.

5.7.8 The rungs and steps of fixed metal ladders manufactured after March 15, 1991, must be corrugated, knurled, dimpled, coated with skid-resistant material, or otherwise treated to minimize slipping.

5.7.9 The rungs and steps of portable metal ladders must be corrugated, knurled, dimpled, coated with skid-resistant material, or otherwise treated to minimize slipping.

5.8 Ladders must not be tied or fastened together to provide longer sections unless they are specifically designed for such use.

5.9 A metal spreader or locking device must be provided on each stepladder to hold the front and back sections in an open position when the ladder is being used.

5.10 Ladder components must be surfaced so as to prevent injury to an employee from punctures or lacerations, and to prevent snagging of clothing.

5.11 Wood ladders must not be coated with any opaque covering, except for identification or warning labels which may be placed on one face only of a side rail.

5.12 When portable ladders are used for access to an upper landing surface, the ladder side rails must extend at least 3 feet (.9 m) above the upper landing surface to which the ladder is used to gain access; or, when such an extension is not possible because of the ladder's length, then the ladder must be secured at its top to a rigid support that will not deflect, and a grasping device, such as a grabrail, must be provided to assist employees in mounting and dismounting the ladder. In no case must the extension be such that ladder deflection under a load would, by itself, cause the ladder to slip off its support.

5.13 Ladders must be maintained free of oil, grease, and other slipping hazards.

5.14 Ladders must not be loaded beyond the maximum intended load for which they were built, nor beyond their manufacturer's rated capacity.

5.15 Ladders must be used only for the purpose for which they were designed.

5.16 Non-self-supporting ladders must be used at an angle such that the horizontal distance from the top support to the foot of the ladder is approximately one-quarter of the working length of the ladder (the distance along the ladder between the foot and the top support).

5.17 Wood job-made ladders with spliced side rails must be used at an angle such that the horizontal distance is one-eighth the working length of the ladder.

5.18 Fixed ladders must be used at a pitch no greater than 90 degrees from the horizontal, as measured to the back side of the ladder.

5.19 Ladders must be used only on stable and level surfaces unless secured to prevent accidental displacement.

5.20 Ladders must not be used on slippery surfaces unless secured or provided with slip-resistant feet to prevent accidental displacement. Slip-resistant feet must not be used as a substitute for care in placing, lashing, or holding a ladder that is used upon slippery surfaces including, but not limited to, flat metal or concrete surfaces that are constructed so they cannot be prevented from becoming slippery.

5.21 Ladders placed in any location where they can be displaced by workplace activities or traffic, such as in passageways, doorways, or driveways, must be secured to prevent accidental displacement, or a barricade must be used to keep the activities or traffic away from the ladder.

5.22 The area around the top and bottom of ladders must be kept clear.

5.23 The top of a non-self-supporting ladder must be placed with the two rails supported equally unless it is equipped with a single support attachment.

5.24 Ladders must not be moved, shifted, or extended while occupied.

5.25 Ladders must have nonconductive siderails if they are used where the employee or the ladder could contact exposed energized electrical equipment.

5.26 The top or top step of a stepladder must not be used as a step.

5.27 Cross-bracing on the rear section of stepladders must not be used for climbing unless the ladders are designed and provided with steps for climbing on both front and rear sections.

5.28 Ladders must be inspected by a competent person for visible defects prior to initial use in each work shift and after any occurrence that could affect their safe use.

5.29 Portable and fixed ladders with structural defects, such as, but not limited to, broken or missing rungs, cleats, or steps, broken or split rails, corroded components, or other faulty or defective components, must either be immediately marked in a manner that readily identifies them as defective, or be tagged with "Do Not Use" or similar language, and must be withdrawn from service until repaired.

5.29.1 Immediately tagged with "Do Not Use" or similar language,

5.29.2 Marked in a manner that readily identifies it as defective;

5.29.3 Or blocked (such as with a plywood attachment that spans several rungs).

5.29.4 Ladder repairs must restore the ladder to a condition meeting its original design criteria, before the ladder is returned to use.

5.30 Single-rail ladders must not be used.

5.31 When ascending or descending a ladder, the user must face the ladder.

5.32 Each employee must use at least one hand to grasp the ladder when progressing up and/or down the ladder.

5.33 An employee must not carry any object or load that could cause the employee to lose balance and fall.

	Kateri Powerline Solutions LLC	
KATERI POWERLINE SOLUTIONS LLC	**Ladder Safety**	Reference: 29 CFR 1926.1053
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

6 Ladder Safety Work Practices

6.1 Falls from portable ladders (step, straight, combination and extension) are one of the leading causes of occupational fatalities and injuries.

6.1.1 Read and follow all labels/markings on the ladder.

6.1.2 Avoid electrical hazards! – Look for overhead power lines before handling a ladder. Avoid using a metal ladder near power lines or exposed energized electrical equipment.

6.1.3 Always inspect the ladder prior to using it. If the ladder is damaged, it must be removed from service and tagged until repaired or discarded.

6.1.4 Always maintain a 3-point (two hands and a foot, or two feet and a hand) contact on the ladder when climbing. Keep your body near the middle of the step and always face the ladder while climbing (see diagram).

6.1.5 Only use ladders and appropriate accessories (ladder levelers, jacks or hooks) for their designed purposes.

6.1.6 Ladders must be free of any slippery material on the rungs, steps or feet.

6.1.7 Do not use a self-supporting ladder (e.g., step ladder) as a single ladder or in a partially closed position.

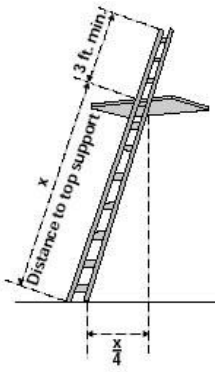
6.1.8 Do not use the top step/rung of a ladder as a step/rung unless it was designed for that purpose.

6.1.9 Use a ladder only on a stable and level surface, unless it has been secured (top or bottom) to prevent displacement.

6.1.10 Do not place a ladder on boxes, barrels or other unstable bases to obtain additional height.

6.1.11 Do not move or shift a ladder while a person or equipment is on the ladder.

6.1.12 An extension or straight ladder used to access an elevated surface must extend at least 3 feet above the point of support (see diagram). Do not stand on the three top rungs of a straight, single or extension ladder.



6.1.13 The proper angle for setting up a ladder is to place its base a quarter of the working length of the ladder from the wall or other vertical surface (see diagram).

6.1.14 A ladder placed in any location where it can be displaced by other work activities must be secured to prevent displacement or a barricade must be erected to keep traffic away from the ladder.

6.1.15 Be sure that all locks on an extension ladder are properly engaged.

6.1.16 Do not exceed the maximum load rating of a ladder. Be aware of the ladder's load rating and of the weight it is supporting, including the weight of any tools or equipment.

7 Stairways & Temporary Service

7.1 Stairways shall be at least 24 inches in width and shall be equipped with handrails, treads, and landings.

7.2 Temporary stairs shall have a landing not less than 30 inches in width in the direction of travel at each floor or landing, one landing for every 12 feet of vertical use.

7.3 Stairs shall be installed between 30 degrees and 50 degrees from horizontal.

7.4 Stairway, ramp, or ladders shall be provided at elevation of 18 inches or more in a frequently traveled passageway, entry, or exit.

7.5 A minimum of one (1) stairway shall be provided for access and exit for elevation at 36 feet. Elevation greater than 36 feet shall be equipped with two (2) stairways.

7.6 Handrails shall be 30-34 inches above the tread nosing, constructed in a substantial manner, and free from protruding nails and splinters.

7.7 Uprights and rail cross section shall not be less than 2 inches by 4 inches, or equivalent. Mid rails shall be provided between top rail of stair rail system and the stairway steps.

7.8 Railings and toeboards shall be installed around stairwells. Lighting in the stairwells shall provide five (5) foot candles of light on the steps.

7.9 Stairway and landings shall be clear of debris, loose material, and equipment not in use. Materials shall not be stored under stairwell.

7.10 Slippery conditions shall be eliminated on stairways prior to employee use. Stairway shall be free of hazardous projections. Stair rails systems and handrails shall be surfaced to prevent injury to employees.

7.11 Directional signs shall be posted to indicate stairway location.

7.12 Except during stairway construction, foot traffic is prohibited on stairways with pan steps where the treads and/or landings are to be filled in with concrete or other materials at a later date, unless the stairs are temporarily fitted with wood or other solid material at least to the top edge of each pan.

7.13 Such temporary treads and landings shall be replaced when worn below the level of the top edge of the pan.

7.14 Except during stairway construction, foot traffic is prohibited on skeleton metal stairs where permanent treads and/or landings are to be installed at a later date, unless the stairs are fitted with secured temporary treads and landings long enough to cover the entire tread and/or landing area.

7.15 11. Treads for temporary service shall be made of wood or other solid material and shall be installed the full width and depth of the stair.

CHAPTER 28

1 Lockout / Tagout Program

1.1 Energy sources including electrical, mechanical, hydraulic, pneumatic, chemical, thermal, or other sources in machines and equipment can be hazardous to workers. During the servicing and maintenance of machines and equipment, the unexpected startup or release of stored energy can result in serious injury or death to workers.

1.2 Workers servicing or maintaining machines or equipment may be seriously injured or killed if hazardous energy is not properly controlled. Injuries resulting from the failure to control hazardous energy during maintenance activities can be serious or fatal! Injuries may include electrocution, burns, crushing, cutting, lacerating, amputating, or fracturing body parts, and others. For example:

1.2.1 A steam valve is automatically turned on burning workers who are repairing a downstream connection in the piping.

1.2.2 A jammed conveyor system suddenly releases, crushing a worker who is trying to clear the jam.

1.2.3 Internal wiring on a piece of factory equipment electrically shorts, shocking worker who is repairing the equipment.

1.3 Craft workers, electricians, machine operators, and laborers are among the 3 million workers who service equipment routinely and face the greatest risk of injury. Workers injured on the job from exposure to hazardous energy lose an average of 24 workdays for recuperation.

1.4 Kateri Powerline Solutions LLC has developed the following policy on Lockout / Tagout to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

1.5 The objective of this procedure is to establish a means of positive control to prevent the accidental starting or activating of machinery or systems while they are being repaired, cleaned and/or serviced. This program serves to:

1.5.1 Establish a safe and positive means of shutting down machinery, equipment and systems.

1.5.2 Prohibit unauthorized personnel or remote-control systems from starting machinery or equipment while it is being serviced.

1.5.3 Provide a secondary control system (tagout) when it is impossible to positively lockout the machinery or equipment.

1.5.4 Establish responsibility for implementing and controlling lockout/tagout procedures.

1.5.5 Ensure that only approved locks, standardized tags and fastening devices provided by the company will be utilized in the lockout/tagout procedures.

1.5.6 Ensure devices indicate the identity of the employee applying the device.

1.5.7 Ensure lockout and tagout devices meet the following requirements: durable, standardized, substantial, and identifiable.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vest, locks, tags, work gloves, safety goggles, hard hats, work boots.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Each authorized employee of Kateri Powerline Solutions LLC who will be utilizing the lockout/tagout procedure will be trained in the recognition of applicable hazardous energy sources, type and magnitude of energy available in the work place, and the methods and means necessary for energy isolation and control.

4.2 Each affected employee (all employees other than authorized employees utilizing the lockout/tagout procedure) will be instructed in the purpose and use of the lockout/tagout procedure, and the prohibition of attempts to restart or re-energize machines or equipment that are locked out or tagged out.

4.3 Training will be provided when there is a change in the following:

4.3.1 Job assignments,

4.3.2 Machinery or processes that present a new hazard, or

4.3.3 Energy-control procedures.

4.4 Retraining also is necessary whenever a periodic inspection reveals, or Kateri Powerline Solutions LLC has reason to believe, that shortcomings exist in an employee's knowledge or use of the energy-control procedure.

4.4.1 Training will be documented to include names/dates and kept on file.

4.4.2 Additional retraining shall be conducted whenever a periodic inspection reveals, or whenever the employer has reason to believe, that there are deviations from or inadequacies in the employee's knowledge or use of the energy control procedures.

5 Assignment of Responsibility

5.1 Primary responsibility is vested in an authorized employee. The authorized employee ascertains the exposure status of group members. Each authorized employee shall affix a personal LOTO device and remove those devices when he/she stops working on the machine or equipment being services or maintained.

5.2 Jon Manikateri will be responsible for implementing the lockout/tagout program.

5.3 The supervisors are responsible for enforcing the program and insuring compliance with the procedures in their departments.

5.4 Jon Manikateri is responsible for monitoring the compliance of this procedure and will conduct the annual inspection and certification of the authorized employees.

5.5 **Authorized employees** (those listed in the list of authorized personnel attachment in this program) are responsible for following established lockout/tagout procedures.

5.5.1 The Primary responsibility is vested in the authorized employee.

5.5.2 The authorized employee ascertains the exposure status of group members.

5.5.3 Each authorized employee must affix a personal LOTO device and remove those devices when he/she stops working on the machine or equipment being services or maintained.

5.6 **Affected employees** (all other employees in the facility) are responsible for insuring they do not attempt to restart or re-energize machines or equipment that are locked out or tagged out.

5.7 Affected employees will be notified by an authorized employee of the application and removal of lockout devices or tagout devices.

5.8 Notification will be given before the controls are applied, and after they are removed from the machine or equipment.

6 Procedures

6.1 It is a requirement of Kateri Powerline Solutions LLC that lockout or tagout must be performed only by the authorized employees who are performing the servicing or maintenance.

6.2 The ensuing items are to be followed to ensure both compliance with the OSHA Control of Hazardous Energy Standard and the safety of our employees.

6.3 Preparation for Lockout or Tagout

6.3.1 Before an authorized or affected employee turns off a machine or equipment, the authorized employee shall have knowledge of the type & magnitude of the energy, the hazards of the energy to be controlled, & the methods or means to control the energy.

6.3.2 Employees who are required to utilize the lockout/tagout procedure must be knowledgeable of the different energy sources and the proper sequence of shutting off or disconnecting energy means. The four types of energy sources are:

6.3.2.1 Electrical (most common form),

6.3.2.2 Hydraulic or pneumatic,

6.3.2.3 Fluids and gases, and

6.3.2.4 Mechanical (including gravity).

6.4 More than one energy source may be utilized on some equipment and the proper procedure must be followed in order to identify energy sources and lockout/tagout accordingly. (See attached specific procedure format list.)

6.5 Following the application of lockout/tagout devices to energy isolating devices, all potentially hazardous stored or residual energy shall be relieved, disconnected, restrained or otherwise rendered safe. If there is a possibility of re-accumulation of stored energy, verification of isolation shall be continued until the servicing or maintenance is completed, or until the possibility of such accumulation no longer exists.

6.6 Prior to starting work on machines or equipment that have been locked or tagged out, the authorized employee shall verify that isolation & deenergization of the machine or equipment have been accomplished.

6.7 All energy isolating devices that are needed to control the energy to the machine or equipment shall be physically located & operated in such a manner as to isolate the machine or equipment from the energy source.

6.8 Machine or equipment shall be turned off or shutdown using the procedures established for the machine or equipment. An orderly shutdown must be utilized to avoid any additional or increased hazard(s) to employees as a result of the equipment stoppage.

6.9 **Procedures for Electrical**

6.9.1 Shut off power at machine and disconnect.

6.9.2 Disconnecting means must be locked or tagged.

6.9.3 Press start button to see that correct systems are locked out.

6.9.4 All controls must be returned to their safest position.

6.9.5 Points to remember:

6.9.5.1 If a machine or piece of equipment contains capacitors, they must be drained of stored energy.

6.9.5.2 Possible disconnecting means include the power cord, power panels (look for primary and secondary voltage), breakers, the operator's station, motor circuit, relays, limit switches, and electrical interlocks.

6.9.5.3 Some equipment may have a motor isolating shut-off and a control isolating shut-off.

6.9.5.4 If the electrical energy is disconnected by simply unplugging the power cord, the cord must be kept under the control of the authorized employee or the plug end of the cord must be locked out or tagged out.

6.10 **Procedures for Hydraulic/Pneumatic**

6.10.1 Shut off all energy sources (pumps and compressors). If the pumps and compressors supply energy to more than one piece of equipment, lockout or tagout the valve supplying energy to the piece of equipment being serviced.

6.10.2 Stored pressure from hydraulic/pneumatic lines shall be drained/bled when release of stored energy could cause injury to employees.

6.10.3 Make sure controls are returned to their safest position (off, stop, standby, inch, jog, etc.).

6.11 **Procedures for Fluids and Gases**

6.11.1 Identify the type of fluid or gas and the necessary personal protective equipment.

6.11.2 Close valves to prevent flow, and lockout/tagout.

6.11.3 Determine the isolating device, then close and lockout/tagout.

6.11.4 Drain and bleed lines to zero energy state.

6.11.5 Some systems may have electrically controlled valves. If so, they must be shut off and locked/tagged out.

6.11.6 Check for zero energy state at the equipment.

6.12 **Procedures for Mechanical Energy**

6.12.1 Mechanical energy includes gravity activation, energy stored in springs, etc.

6.12.1.1 Block out or use die ram safety chain.

6.12.1.2 Lockout or tagout safety device.

6.12.1.3 Shut off, lockout or tagout electrical system.

6.12.1.4 Check for zero energy state.

6.12.1.5 Return controls to safest position.

6.13 **Procedures for Release from Lockout/Tagout**

6.13.1 Inspection: Make certain the work is completed and inventory the tools and equipment that were used.

6.13.2 Clean-up: Remove all towels, rags, work-aids, etc.

6.13.3 Replace guards: Replace all guards possible. Sometimes a particular guard may have to be left off until the start sequence is over due to possible adjustments. However, all other guards should be put back into place.

6.13.4 Check controls: All controls should be in their safest position.

6.13.5 The work area shall be checked to ensure that all employees have been safely positioned or removed and notified that the lockout/tagout devices are being removed.

6.13.6 Remove locks/tags. Remove only your lock or tag.

6.14 **Procedures for Service or Maintenance Involving More than One Person**

6.14.1 When servicing and/or maintenance is performed by more than one person, each authorized employee will place his own lock or tag on the energy isolating source. This will be done by utilizing a multiple lock scissors clamp if the equipment is capable of being locked out. If the equipment cannot be locked out, then each authorized employee must place his tag on the equipment.

6.15 **Procedures for Removal of an Authorized Employee's Lockout/Tagout by the Company**

6.15.1 Each location must develop written emergency procedures that comply with 1910.147(e)(3) to be utilized at that location. Emergency procedures for removing lockout/tagout should include the following:

6.15.1.1 Verification by employer that the authorized employee who applied the device is not in the facility.

6.15.1.2 Make reasonable efforts to advise the employee that his/her device has been removed. (This can be done when he/she returns to the facility).

6.15.1.3 Ensure that the authorized employee has this knowledge before he/she resumes work at the facility.

6.16 **Group Lockout**

6.16.1 Each employee must affix his/her personal LOTO device to the group lockout/tagout device before engaging in the servicing and maintenance operation.

6.16.2 The supervisor in charge of the group lockout/tagout must not remove the group LOTO device until each employee in the group has removed his/her personal device.

6.17 **Shift or Personnel Changes**

6.17.1 Each facility must develop written procedures based on specific needs and capabilities. Each procedure must specify how the continuity of lockout or tagout protection will be ensured at all times.

6.17.2 Jon Manikateri or their designee will ascertain the exposure status of individual group members.

6.17.3 Each employee will attach a personal lockout or tagout device to the group's device while he/she is working & then remove it when finished.

6.18 **Procedures for Outside Personnel/Contractors**

6.18.1 Outside personnel/contractors shall be advised that the company has and enforces the use of lockout/tagout procedures. They will be informed of the use of locks and tags and notified about the prohibition of attempts to restart or re-energize machines or equipment that are locked out or tagged out.

6.18.2 The company will obtain information from the outside personnel/contractor about their lockout/tagout procedures and advise affected employees of this information.

6.18.3 The outside personnel/contractor will be required to sign a certification form (see Attachment). If outside personnel/contractor has previously signed a certification that is on file, additional signed certification is not necessary.

7 Periodic Inspection

7.1 A periodic inspection (at least annually) will be conducted of each authorized employee under the lockout/tagout procedure.

7.2 This inspection will be performed by Jon Manikateri.

7.2.1 If Jon Manikateri is also using the energy control procedure being inspected, then the inspection shall be performed by another party.

7.3 The inspection will include a review between the inspector and each authorized employee of that employee's responsibilities under the energy control (lockout/tagout) procedure. The inspection will also consist of a physical inspection of the authorized employee while performing work under the procedures.

7.4 Jon Manikateri will certify in writing that the inspection has been performed. The written certification (Attachment) shall be retained in the individual's personnel file.

8 Lockout Tagout Devices

8.1 Lockout devices and tagout devices shall be singularly identified; shall be the only devices(s) used for controlling energy; shall not be used for other purposes; and shall meet the following requirements:

8.1.1 Durable - Lockout and tagout devices must be capable of withstanding the environment to which they are exposed for the maximum period of time that exposure is expected.

8.1.1.1 Tagout devices must be constructed and printed so that exposure to weather conditions or wet and damp locations will not cause the tag to deteriorate or the message on the tag to become illegible.

8.1.1.2 Tags must not deteriorate when used in corrosive environments such as areas where acid and alkali chemicals are handled and stored.

8.1.1.3 Standardized - Lockout and tagout devices must be standardized within the facility in at least one of the following criteria:

8.1.1.4 Color; shape; or size; and additionally, in the case of tagout devices, print and format shall be standardized.

8.1.1.5 Substantial - Lockout devices must be substantial enough to prevent removal without the use of excessive force or unusual techniques, such as with the use of bolt cutters or other metal cutting tools.

8.1.1.6 Tagout devices, including their means of attachment, must be substantial enough to prevent inadvertent or accidental removal.

8.1.1.7 Tagout device attachment means must be of a non-reusable type, attachable by hand, self-locking, and non-releasable with a minimum unlocking strength of no less than 50 pounds and having the general design and basic characteristics of being at least equivalent to a one-piece, all environment-tolerant nylon cable tie.

8.1.2 Identifiable - Lockout devices and tagout devices must indicate the identity of the employee applying the device(s).

8.2 It is a requirement of Kateri Powerline Solutions LLC that lockout or tagout devices must be affixed to each energy isolating device by authorized employees.

8.2.1 Lockout devices, where used, must be affixed in a manner that will hold the energy isolating devices in a safe or off position.

8.2.2 Tagout devices, where used, must be affixed in such a manner as will clearly indicate that the operation or movement of energy isolating devices from the safe or off position.

8.2.3 Where tagout devices are used with energy isolating devices designed with the capability of being locked, the tag attachment must be fastened at the same point at which the lock would have been attached.

8.2.4 Where a tag cannot be affixed directly to the energy isolating device, the tag must be located as close as safely as possible to the device in a position that will be immediately obvious to anyone attempting to operate the device.

9 Testing or Positioning of Machines, Equipment or Components

9.1 In situations in which lockout or tagout devices must be temporarily removed from the energy isolating device and the machine or equipment energized to test or position the machine, equipment or components, the following sequence of actions must be followed:

9.1.1 Clear the machine or equipment of tools and materials,

9.1.2 Remove employees from the machine or equipment area,

9.1.3 Remove the lockout or tagout devices,

9.1.4 Energize and proceed with testing or positioning,

9.1.5 Deenergize all systems and reapply energy control measures.

10 List of Authorized Personnel for Lockout/Tagout Procedures

Name	Job Title

11 Certification of Training (Authorized Personnel)

I certify that I received training as an authorized employer under Kateri Powerline Solutions LLC 's Lockout/Tagout program. I further certify that I understand the procedures and will abide by those procedures.

_____ _____

AUTHORIZED EMPLOYEE SIGNATURE DATE

12 Certification of Training (Affected Personnel)

I certify that I received training as an Affected Employee under Kateri Powerline Solutions LLC's Lockout/Tagout Program. I further certify and understand that I am prohibited from attempting to restart or re-energize machines or equipment that are locked out or tagged out.

_____ _____

AUTHORIZED EMPLOYEE SIGNATURE DATE

13 Lockout/Tagout Inspection Certification

I certify that ***Equipment*** was inspected on this date utilizing lockout/tagout procedures. The inspection was performed while working on

Equipment

_____ _____

AUTHORIZED EMPLOYEE SIGNATURE DATE

14 Outside Personnel/Contractor Certification

I certify that _____ and _____(outside personnel/contractor)

have informed each other of our respective lockout/tagout procedures.

_____ _____

AUTHORIZED EMPLOYEE SIGNATURE DATE

_____ _____

INSPECTOR SIGNATURE DATE

15 Equipment Specific Procedure for Kateri Powerline Solutions LLC

(Date)

_____

15.1 Machine Identification

General Description:

_____

_____

Manufacturer:

_____

_____

Model Number: _____

Serial Number: _____

** If more than one piece of same equipment, list all serial numbers.*

15.2 Location of equipment:

_____

_____

15.3 Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types of operator controls: _____

_____

_____

_____

_____

_____

16 Energy Sources

16.1 The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy, etc.) present on this equipment are:

ENERGY SOURCE	LOCATION	Lockable Yes	Lockable No	Type lock or block needed

17 Shutdown Procedures

17.1 List the steps in order necessary to shut down and de-energize the equipment.

17.2 Be specific. For stored energy, be specific about how the energy will be dissipated or restrained.

Procedure: _____

_____

_____

Lock Type & Location: _____

_____

_____

How Will De-energized State Be Verified?_____

_____

_____

_____

_____

_____

_____

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN APPLICATION.

18 Start Up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: _____

_____

_____

_____

_____

_____

_____

Energy Source Activated: _____

_____

_____

_____

_____

_____

_____

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN APPLICATION.

19 Procedures for Operations and Service/Maintenance

19.1 List those operations where the procedures above do not apply [See 29 CFR 1910.147 (a)(2)]. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one method of determining appropriate measures.

Operation Name: _____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

20 Affected and Authorized Employees

List each person affected by this procedure and those authorized to use this procedure.

AFFECTED EMPLOYEES	
Name	**Job Title**
AUTHORIZED EMPLOYEES	
Name	**Job Title**

_____

Approved by Date

_____

Approved by Date

	Kateri Powerline Solutions LLC	
	Lockout / Tagout	Reference: 29 CFR 1910.147
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

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CHAPTER 29

1 Manual Lifting Program

1.1 Lifting heavy items is one of the leading causes of injury in the workplace.

1.1.1 Over-exertion and cumulative trauma were the biggest factors in these injuries.

1.2 Kateri Powerline Solutions LLC has developed the following policy on Manual Lifting to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, back braces, steel toed boots, work gloves, hard hats, eye & ear.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the use of Manual Lifting.

4.2 Employees should know and understand potential hazards associated with moving materials manually including but not limited to the weight and bulkiness of object, awkward posture, high-frequency and long-duration lifting, inadequate handholds, and environmental factors.

4.3 How to recognize and avoid materials handling hazards and include: dangers of lifting without proper training, avoidance of unnecessary physical stress and strain, awareness of what a worker can comfortably handle, use of equipment properly, recognition of potential hazards and how to prevent or correct them.

4.4 Job specific training will be given to all employees, particularly on how to do their job with the least amount of risk.

4.5 Additionally, job specific training will be given on safe lifting and work practices, hazards, and controls.

4.6 Training will include

4.6.1 General principles of ergonomics/ways to avoid work related musculoskeletal disorders (WMSDs),

4.6.2 Recognition of hazards and injuries,

4.6.3 Procedures for reporting hazardous conditions and

4.6.4 Methods and procedures for early reporting of injuries.

5 Hazard Assessment

5.1 It is the policy of Kateri Powerline Solutions LLC that a hazard assessment must be completed prior to any manual lifting is performed.

5.2 The assessment must consider:

5.2.1 Size,

5.2.2 Bulk and

5.2.3 Weight of the object(s),

5.2.4 If mechanical lifting equipment is required,

5.2.5 If two-man lift is required,

5.2.5.1 Where use of lifting equipment is impractical or not possible, two man lifts must be used.

5.2.6 Whether vision is obscured while carrying and

5.2.7 The walking surface and path where the object is to be carried.

6 Incident Investigation

6.1 It is the policy of Kateri Powerline Solutions LLC that musculoskeletal injuries caused by improper lifting must be investigated and documented.

6.2 Incorporation of investigation findings into work procedures will be accomplished to prevent future injuries.

7 Evaluations

7.1 Supervision must periodically evaluate work areas and employees' work techniques to assess the potential for and prevention of injuries.

7.2 New operations will be evaluated to engineer out hazards before work processes are implemented.

8 Engineering Controls

8.1 Engineering controls such as work table height, ergonomic layout of the workplace, and use of lifts, jacks, and other machinery should be used to lessen the physical burden of lifting.

8.2 When other controls are not feasible, two man lifts must be used.

9 Manual Lifting Equipment

9.1 When moving materials manually, workers should attach handles or holders to loads. In addition, workers should wear appropriate personal protective equipment and use proper lifting techniques.

9.2 Manual lifting equipment will be provided for employees, such as:

9.2.1 Dollies,

9.2.2 Hand trucks,

9.2.3 Lift-assist devices,

9.2.4 Jacks,

9.2.5 Carts and

9.2.6 Hoists.

9.3 Manual lifting equipment must be used instead of manual lifting where possible.

9.4 Supervisors must enforce the use of lifting equipment.

	Kateri Powerline Solutions LLC	
	Manual Lifting	Reference: www.OSHA.gov
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

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CHAPTER 30

1 Mobile Equipment Program

1.1 There are many types of Mobile Equipment. Each type presents different operating hazards.

1.2 Workplace type and conditions are also factors in hazards commonly associated with mobile equipment.

1.3 Kateri Powerline Solutions LLC has developed the following policy on Mobile Equipment to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, safety glasses.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program and has the knowledge and ability to teach and evaluate employees.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the use of powered industrial trucks.

5 Mobile Equipment Operations

5.1 Only authorized employees are allowed to operate mobile equipment.

5.2 Authorization to operate mobile equipment will be issued to employees qualifying under appropriate training and proficiency testing.

5.3 No person is allowed to stand or pass under the elevated portion of any truck, whether loaded or empty.

5.4 Unauthorized personnel must not be permitted to ride on mobile equipment. A safe place to ride must be provided where riding of mobile equipment is authorized.

6 Traveling

6.1 Before starting the engine, the operator must fasten seat belts and adjust them for a proper fit.

6.2 All traffic regulations must be observed, including authorized plant speed limits.

6.3 No operator is allowed to operate mobile equipment without the protection of an enclosed cab or approved eye protection.

6.4 The operator must make sure the warning signal is operating when the equipment is backing up.

6.5 The operator must not load the vehicle/equipment beyond its established load limit and shall not move loads which because of the length, width, or height that have not been centered and secured for safe transportation.

6.6 A safe distance must be maintained approximately three truck lengths from the truck ahead, and the truck must be kept under control at all times.

6.7 The right of way must be yielded to ambulances, fire trucks, or other vehicles in emergency situations.

6.8 Drivers are required to slow down and sound the horn at cross aisles and other locations where vision is obstructed. If the load being carried obstructs forward view, the driver will be required to travel with the load trailing.

6.9 The operator must not use, or attempt to use any vehicle in any manner or for any purpose other than for which it is designated. Stunt driving, and horseplay is not permitted.

6.10 Drivers are required to slow down for wet and slippery floors.

6.11 Dockboard or bridgeplates, must be properly secured before they are driven over.

6.12 Dockboard or bridgeplates must be driven over carefully and slowly and their rated capacity never exceeded.

6.13 Running over loose objects on the roadway surface must be avoided.

6.14 While negotiating turns, speed must be reduced to a safe level by means of turning the hand steering wheel in a smooth, sweeping motion. Except when maneuvering at a very low speed, the hand steering wheel must be turned at a moderate, even rate.

7 Operation of the Mobile Equipment

7.1 If at any time mobile equipment is found to be in need of repair, defective, or in any way unsafe, the truck will be taken out of service until it has been restored to safe operating condition.

7.2 Fuel tanks will not be filled while the engine is running. Spillage will be avoided.

7.3 Spillage of oil or fuel will be carefully washed away or completely evaporated and the fuel tank cap replaced before restarting engine.

7.4 No equipment will be operated with a leak in the fuel system until the leak has been corrected.

7.5 Open flames must not be used for checking electrolyte level in storage batteries or gasoline level in fuel tanks.

7.6 No one shall be on the vehicle during fueling operations except as specifically required by design.

7.7 There shall be no smoking or open flames in the immediate area during fueling operation.

8 Pre-Shift Inspections

8.1 At the beginning of each shift, the operator must inspect and check the assigned equipment, reporting immediately to his/her supervisor any malfunction.

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CHAPTER 31

1 NFPA 70E Program

1.1 Nationwide more than 1,000 individuals are killed and another 30,000 injured each year from electrical shock.

1.2 Kateri Powerline Solutions LLC has developed the following policy on NFPA 70E to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Certification training (CPR, AED, FA)

2.2 PPE: Safety vests, Arc flash, Gloves, Boots, Coveralls.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Employees will be trained in safety-related work practices and procedural requirements as necessary to provide protection from the electrical hazards associated with their respective job or task assignments.

4.2 Employees will be trained to identify and understand the relationship between electrical hazards and possible injury.

4.3 This training will be classroom or on-the-job type, or combination of the two.

4.4 The training will be documented to reflect date, instructor, employee name and verification of competency.

4.5 The training documentation will be retained for the duration of the employee's employment.

4.6 This training will be conducted before possible exposure to electrical hazards, annually, and additional training when required by the supervisor.

4.7 Employees exposed to shock hazards will be trained in methods of release of victims from contact with exposed energized electrical conductors or circuit parts.

4.8 Employees will be trained in CPR/AED/FA annually.

5 Electrical Safety General Rules

5.1 A job briefing must be held before starting each job and include all employees involved.

5.2 Always de-energize equipment and systems before performing any type of work on the equipment.

5.2.1 Troubleshooting and performing diagnostic testing on equipment are the only times employees can perform work on energized equipment.

5.2.2 An Arc Flash hazard assessment and review are required before starting each job, the employee in charge must conduct a hazard assessment with the employees involved.

5.2.3 The assessment shall cover such subjects as hazards associated with the job, work procedures involved, special precautions, energy source controls, and personal protective equipment requirements. (See Hazard Assessment Checklist)

5.3 Additional job briefings must be held if changes that might affect the safety of employees occur during the course of work.

5.4 Always inspect the equipment before you start to perform the job task. Look for any tears/cuts in the insulation, loose wires, etc. Always verify that the equipment is in good working condition!

5.5 Only qualified persons are allowed to work on energized equipment.

5.6 Unqualified persons are forbidden to work on energized equipment.

5.7 When things do not look right, or you question the integrity of the electrical system that you are working on, STOP and contact someone that will be able to help you. NEVER continue to work if you are unsure of the equipment.

5.8 Expect the unexpected and be alert at all times. A wire pops out of the panel when you open the door, someone before you left a tool in the panel, wires are old and the insulation starts to crack and fall apart. NEVER be complacent when working on electrical equipment.

5.9 Always wear the required protective clothing and PPE when performing work on live electrical equipment (>50 V) and position yourself within the Flash Protection Boundary.

5.10 Never work on or near live electrical equipment when impaired due to illness, fatigue or other reasons.

5.11 Be alert at all times when working near live parts greater than 50 V.

5.12 Never reach blindly into areas that might contain exposed live parts where an electrical hazard may exist.

5.13 Do not enter spaces containing live parts unless illumination is provided that enables you to perform work safely.

5 Electrical Safety General Rules Continued

5.14 Never work on live electrical equipment where there is a lack of illumination and/or obstructions preclude observation of the work to be performed.

5.15 All conductive tools and materials (tools, pipes, metal scaffold parts, etc.) must never come within the Flash Protection Boundary.

5.16 Never enter a Flash Protection Boundary without the required training and protective clothing and PPE.

5.17 Evaluate and control the work environment.

5.18 Plastic rimmed safety glasses with side shields and rubber soled work boots are required when working on electrical equipment.

5.19 Wear rubber-insulated gloves with leather protectors when there is a possibility that your hands may come in contact with an energized conductor.

5.20 Where possible, only place one hand in the panel at a time. Make sure that the free hand is not touching a grounded surface, because any current path that includes the heart (current running from hand to hand) is more likely to result in heart fibrillation than one that doesn't.

5.21 Never assume that a piece of equipment is de-energized. Always verify with a voltmeter.

5.22 Even after you verify that a piece of equipment is de-energized with a voltmeter, never grab a deenergized part. Always touch the de-energized part with the back of the hand first. This will eliminate your exposure to hold-on current.

5.23 Never wear jewelry of any kind while working on electrical equipment. This includes large metal belt buckles and tool belts.

5.24 Use approved insulated tools when working on an energized conductor.

5.25 Inspect the probes and rubber/plastic stops for cracks and tears before using them.

5.26 Verify that the meter and probes are rated for the voltage you are measuring.

5.27 Verify that the probes have good continuity before you take electrical readings.

5.28 Test the voltmeter on a known source (wall outlet) before and after taking electrical readings.

5.29 Wrap electrical tape around electrical switch contact screws before you place them back into an electrical box. This will help prevent grounding the switch to the metal box.

5 Electrical Safety General Rules Continued

5.30 When turning off a disconnect, stand to the side, face away from the disconnect, and pull the disconnect to the off position.

5.31 Never open a disconnect under load unless it is an emergency.

5.32 Use ground fault circuit interrupters (GFCI's) when working with temporary wiring and / or using electrical power tools and / or equipment.

5.33 When you are not working inside an electrical panel, always keep electrical panel/cabinet doors closed.

5.34 Never store electrical tools, meters, parts, etc. inside an electrical panel.

5.35 When digging a trench or hole, you must always call the local Diggers Hotline and identify the utilities before you start to excavate.

5.36 Before drilling or cutting into a wall, identify where the electrical lines, cables, phone lines, etc. are located.

5.37 Never stand in a puddle or on a wet surface while working on electrical equipment.

6 Live Electrical Work

6.1 This program requires all equipment be de-energized "Lockout/Tagout/Tried" if it is to be worked on.

6.1.1 The only two exceptions to this Program are: When continuity of service is required (troubleshooting and performing diagnostic testing).

6.2 **Important Note:** When working on energized electrical conductors or circuit parts that are not placed in an electrical safe condition "Lockout/Tagout/Tried" (i.e., for the reasons of increased or additional hazards or infeasibility per NFPA 70-E 130.1), work to be performed shall be considered energized electrical work and shall not be perform without a completed written permit.

6.2.1 See "Energized Electrical Work Permit"

7 Arc Flash Boundaries

7.1 Employees will be trained in the skills and techniques to:

7.1.1 Distinguish exposed energized electrical conductors and circuit parts from other parts of electrical equipment,

7.1.2 Determine the nominal voltage of exposed energized electrical conductors and circuit parts, the approach distances specified in program and

7.1.3 The decision making process necessary to determine the degree and extent of the hazard and the personal protective equipment and job planning necessary to perform the task safely.

7.2 There are four boundaries that need to be taken into consideration when approaching exposed energized conductors.

7.3 Employees that approach any of these boundaries need to protect themselves from two primary hazards:

7.3.1 Arcing and

7.3.2 Shock.

7.4 An arcing fault which can result from mechanical failure or human error is created when current flows through the air between phase conductors, or phase conductors and neutral or ground. Arcs can be produced by dropping tools, accidental contact with energized components, or through the use of improper work procedures.

7.5 In addition to temperatures as high as 35,000°F, an arc can generate a flash and blast that can create molten metal, pressure and sound waves, shrapnel, and intense light.

7.6 Shock can occur when a part of the body completes a circuit between two conductors or a grounding source.

7.7 Only authorized employees are allowed to work within the following four boundaries.

7.8 Unauthorized workers are not allowed to work within any of the four boundaries.

7.9 The four boundaries are:

7.9.1 Flash Protection Boundary – The distance from exposed live parts within which a person could receive a second degree burn if an electrical arc flash were to occur.

7.9.2 Limited Approach Boundary – The distance from an exposed live part within which a shock hazard exists.

7.9.3 Restricted Approach Boundary – The distance from an exposed live part within which there is an increased risk of shock due to an electrical arc, combined with inadvertent movement, for individuals working in close proximity to the live part.

7.9.4 Prohibited Approach Boundary – The distance from an exposed live part within which work is considered the same as making contact with the live part.

7.10 Approach Distance Chart

Nominal System Voltage Range, Phase to Phase	Exposed Movable Conductor	Exposed Fixed Circuit Part	Restricted Approach Boundary	Prohibited Approach Boundary
Less than 50	Not specified	Not specified	Not specified	Not specified
50 to 300	3.05m (10 ft 0in)	1.07 m (3 ft 3 in.)	Avoid contact	Avoid contact
301 to 750	3.05 m (10 ft 0 in.)	1.07 m (3 ft 6 in)	304.8 mm (1 ft 0 in.)	25.4 mm (0ft 1 in.)
751 to 15 kV	3.05 m (10 ft 0 in.)	1.53 m (5 ft 0 in.)	660.4 mm (2 ft 2 in)	177.8 mm (0 ft 7 in.)
15.1 kV to 36 kV	3.05 m (10 ft 0 in.)	1.83 m (6 ft 0 in.)	787.4 mm (2 ft 7 in.)	431.8 mm (1 ft 5 in.)
36.1 kV to 46 kV	3.05 m (10 ft 0 in.)	2.44 m (8ft 0 in.)	838.2 mm (2 ft 9 in.)	431.8 mm (1 ft 5 in.)
46.1 kV to 72.5 kV	3.05 m (10 ft 0 in.)	2.44 m (8 ft 0 in.)	965.2 mm (3 ft 3 in.)	635 mm (2 ft 2 in.)
72.6 kV to 121 kV	3.25 m (10 ft 8 in.)	2.44 m (8 ft 0 in.)	991 mm (3 ft 4 in.)	812.8 mm (2 ft 9 in.)
138 kV to 145 kV	3.36 m (11 ft 0 in.)	3.05 m (10 ft 0 in.)	1.093 m (3 ft 10 in.)	939.8 mm (3 ft 4 in.)
161 kV to 169 kV	3.56 m (11 ft 8 in.)	3.56 m (11 ft 8 in.)	1.22 m (4 ft 3 in.)	1.07 m (3 ft 9 in.)
230 kV to 242 kV	3.97 m (13 ft 0 in.)	3.97 m (13 ft 0 in.)	1.6 m (5 ft 8 in.)	1.45 m (5 ft 2 in.)
345 kV to 362 kV	4.68 m (15 ft 4 in.)	4.68 m (15 ft 4 in.)	2.59 m (9 ft 2 in.)	2.44 m (8 ft 8 in.)
500 kV to 550 kV	5.8 m (19 ft 0 in.)	5.8 m (19 ft 0 in.)	3.43 m (11 ft 10 in.)	3.28 m (11 ft 4 in.)
765 kV to 800 kV	7.24 m (23 ft 9 in.)	7.24 m (23 ft 9 in.)	4.55 m (15 ft 11 in.)	4.4 m (15 ft 5 in.)

8 Electrical Exposure

8.1 Employees who are working on energized electrical equipment greater than 50 V and are working within the Flash Protection Boundary are considered to be EXPOSED and need to wear the appropriate clothing and personal protective equipment.

8.1.1 Factors influencing the need/type of personal protective equipment (PPE)

8.2 Evaluate the equipment that you are working on and the tasks that you need to perform. Ask yourself these eight questions.

8.2.1 Is the equipment in good condition or does something look unusual?

8.2.1.1 If the equipment looks dented, smashed, broken, etc. please stop work immediately and contact your supervisor.

8.2.2 Will the circuit breaker protecting the equipment actually work?

8.2.2.1 For example, some breakers have never been exercised and may not work when necessary. It is common practice to exercise breakers every two to three years.

8.2.2.2 If you believe the breaker will not work when it needs to because of its poor or damaged condition, please stop work and contact your supervisor.

8 Electrical Exposure Continued

8.2.3 How close will you be to the exposed energized components?

8.2.3.1 Because the risk becomes greater the closer you are to the arc/flash, you may need to wear additional/alternative PPE.

8.2.4 How much current is there?

8.2.4.1 The greater the amount of amps available means the greater energy potential.

8.2.5 How close are you to the power source?

8.2.5.1 Fault current decreases the farther you are from the “up stream” power source. For example, the fault current would be much higher if you were working on a 480 V chiller starter 30 feet from its power source than if you were working on a roof top unit 500 feet away. The closer the power source the greater the fault current.

8.2.6 Can you keep those around you at least six feet away from the exposed live conductors? If this could be a problem use red “DO NOT ENTER” tape to restrict access.

8.2.6.1 Do not carry on conversations with workers, contractors, subcontractors, customers, etc. who are not wearing the required uniform or PPE within the flash protection boundary.

8.2.7 Will you be working on the equipment at an elevated level such as a ladder, platform or roof?

8.2.7.1 When working on energized equipment, make note of where you are standing and how your body is positioned. If you were to become part of the circuit, could you be freed without being exposed to a secondary hazard that is also life threatening (ie. fall from a ladder, etc.) or limit your ability to be freed because of limited access?

8.2.8 What are the consequences if something goes wrong?

8.2.8.1 Never make the assumption that an arc flash will not happen to you. Be prepared and follow the required safe work practices when working on live electrical equipment!

9 Incident Energy

9.1 Incident energy is the amount of energy created by an arc flash and is measured in calories per square centimeter (cal/cm2). The following three factors contribute to the amount of energy that is created by an arc flash.

9.1.1 Magnitude of the arc flash – the greater the amount of amps available means the greater energy potential.

9.1.2 Length of the blast – the longer the blast continues the greater the energy released.

9.1.3 Distance from the flash source - incident energy decreases as distance from the flash source increases.

10 Protective Devices

10.1 The amount of energy released during an arcing fault is based on two characteristics of the protective device protecting the affected circuit. These two characteristics are:

10.1.1 The time it takes the protective device to open.

10.1.2 The amount of fault current the protective device allows through.

10.2 For example: the faster the fault is cleared by the protective device, the lower the amount of energy released. If the protective device can also limit the current, reducing the actual fault current flowing through the arc, the lower the energy released.

11 Interrupting Rating

11.1 **NOTE:** Please use the following as a guideline only. Be careful when relying on circuit breakers for protection, as they are just like other mechanical devices. If they are not maintained properly, are located in a dirty environment, or are exposed to airborne chemicals, they may not operate as you'd expect.

11.2 The current rating a protective device (fuse or circuit breaker), can safely interrupt. Interrupting rating is also referred to as ampere interrupting capacity.

11.3 Circuit breakers can be rated in various increments between 5,000 A (the minimum rating allowed) and 200,000 A. The interrupting rating is dependent upon voltage. The interrupting rating on a circuit breaker at 240 V may equal 18,000 A. However, the same circuit breaker at 480 V has an interrupting rating of 14,000 A.

11.4 The following table identifies interrupting ratings for some common breakers and fuses:

Circuit Breakers	Rating
15 A 120 V circuit breaker	10,000 A
20 A 240 V circuit breaker	10,000 A
30 A 120/240 V circuit breaker	10,000 A
20 A 240 V circuit breaker	1 ph 10,000 A 3 ph 5,000 A
20 A 277 V circuit breaker	277 V ~14,000 A 125 DC 10,000 A
100 A 600 V circuit breaker	600 V 14,000 A 480 V 14,000 A 240 V 18,000 A
Fuse	**Rating**
FRN 3.5 A 250 V fuse	200,000 A
FRS-R 30 A 600 V fuse	200,000 A
FRN-R 60 A 250 V fuse	200,000 A
FRN 200 A 250 V fuse	100.000 A

11 Interrupting Rating Continued

11.5 As shown above, circuit breakers have lower interrupting ratings than fuses. Knowing how the equipment being worked on is protected—by either a circuit breaker or fuse, will help establish the interrupting rating of that equipment and the personal protective and safety equipment required when working on it. Equipment protected by circuit breakers rated for interrupting ratings of 10,000 A and below allow a decrease in the hazard class by one.

12 Personal Protective Equipment

12.1 When working within the Flash Protection Boundary (exposure to incident energy greater than 1.2 cal/cm2), employees are required to wear the required personal protective and safety equipment.

12.2 Employees not wearing the appropriate protective clothing and equipment must stay outside of the Flash Protection Boundary at all times.

12.2.1 All employees are required to wear safety glasses with side shields at all times!

12.2.2 Meltable fibers like nylon, polyester and spandex cannot be worn as an outer or under layer when working within a Flash Protection Boundary with exposed live energized parts greater than 50 V.

12.2.3 All PPE must be inspected prior to use or any incident including FR uniforms and coveralls. Defective equipment will be taken out of service immediately.

12.2.4 FR clothing must cover all ignitable clothing.

12.2.5 FR clothing and PPE must allow the employee to move freely and allow for good visibility.

12.2.6 Tight-fitting FR clothing must not be allowed due to the decrease in protection. Loose fitting FR clothing provides air gaps that increase the level of thermal protection.

12.2.7 FR clothing must fit properly so that it does not interfere with the work task.

13 Washing/drying/repairing Indura cotton FR clothing

13.1 Always pre-wash your FR clothing prior to wearing it for the first time. This will remove any residual chemicals on the fabric from the manufacturing process. The washing temperature should not exceed 160 F.

13.2 Do not wash your FR garments with any other garments. Fibers from the non-FR clothing can accumulate on the FR garments and ignite during a flash arc.

13.3 Do not bleach FR garments when washing. Bleaching will reduce the flame resistant qualities.

13.4 Tumble dry your garments and remove them immediately from the dryer. To help reduce shrinkage they should be left a little damp. Do not leave the garments sitting in a hot dryer when the tumbler is not in motion. Do not use drying temperatures above 160 F.

13.5 Repairs must be done using FR approved thread and patching material.

14 Labeling Requirements

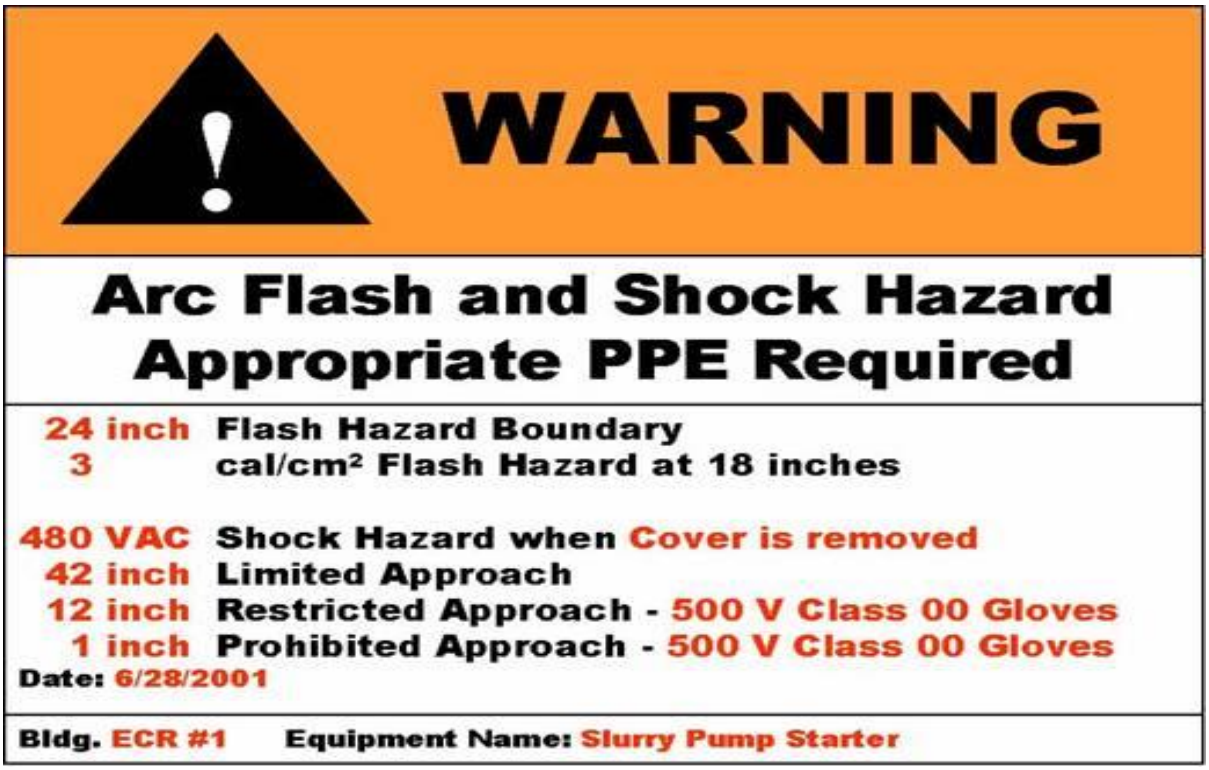
14.1 Kateri Powerline Solutions LLC is responsible for complying with NEC labeling requirements. Complying with the labeling requirements is not the responsibility of the equipment manufacturers or installers.

14.2 All switchboards, panel boards, industrial control panels and motor control centers installed after 2002 needs to be labeled to warn against possible Arc Flash Hazard. Equipment installed before 2002 must be labeled when modified or upgraded.

14.3 **Note:** All electrical panels and equipment must be kept clear and free from obstacles at all times.

14.4 There are several types of labels ranging from basic to labels that have the specific hazard analysis information including the Flash Protection Boundary, Flash Hazard Category, Arc Rating (cal/cm2) and PPE requirements.

14.5 Example Label:



15 Insulated Tools

15.1 Kateri Powerline Solutions LLC employees should never be working on or near energized parts with any type of hand tools. However, there may be some special circumstances that will require the use of insulated tools.

15.2 Insulated tools will be used whenever tools might make accident contact with energized parts. Insulated tools will be:

15.2.1 Rated for the voltage that is present.

15.2.2 Inspected prior to use.

15.2.3 Constructed with two color layer insulation so that a visual inspection can detect insulation damage.

15.2.4 Properly stored and maintained.

16 Multimeter

16.1 The following steps should be followed to verify that your multimeter is properly functioning. We are using the Fluke 87 multimeter for this example; the steps will be the same regardless of the brand of multimeter you use.

16.2 These steps should be done prior to using the meter:

16.2.1 Inspect test leads and rubber stops for cracks and tears in the insulation. Only test leads with rubber stops are allowed to be used. The rubber stops help protect your fingers from coming in contact with the circuit.

16.2.2 Plug the black test lead into the common jack.

16.2.3 Plug the red test lead into the voltage jack.

16.2.4 Set the function switch to resistance.

16.2.5 Push the Peak Min/Max button.

16.2.6 Verify that the test leads have good continuity by touching the tips together. You should hear a steady beep.

16.2.7 Set the function switch to Volts AC.

16.3 **Note:** Remember that you must wear safety glasses with side shields and rubber soled work boots when performing work on electrical equipment. Also, never wear jewelry of any kind while working on electrical equipment. This includes large metal belt buckles and tool belts.

16.3.1 Test the meter on a known source.

16.3.2 The meter is now ready to be used.

17 Deenergization

17.1 The following steps should be followed when verifying that an electrical energy source has been deenergized:

17.2 We will use a basic three-phase 480 V disconnect as an example.

17.3 These steps should be done prior to using the meter:

17.3.1 Inspect test leads and rubber stops for cracks and tears in the insulation. Only test leads with rubber stops are allowed to be used. The rubber stops help protect your fingers from coming in contact with the circuit.

17.3.2 Plug the black test lead into the common jack

17.3.3 Plug the red test lead into the voltage jack

17.3.4 Set the function switch to resistance

17.3.5 Push the Peak Min/Max button

17.3.6 Verify that the test leads have good continuity by touching the tips together. You should hear a steady beep.

17.3.7 Set the function switch to Volts AC

17.3.8 **Note:** Remember that you must wear safety glasses with side shields and rubber soled work boots when performing work on electrical equipment. Also, never wear jewelry of any kind while working on electrical equipment. This includes large metal belt buckles and tool belts.

17.3.9 Test the meter on a known source.

17.3.10 The meter is now ready to be used.

17.3.11 Evaluate the work area and equipment that you are going to be working on. Make sure that there is no water on the floor, equipment is in good condition (no dents, loose controls, etc.) and nothing is on top of the disconnect that could fall and create an arc.

17.3.12 Stand to the side, face away from the disconnect, and with one swift motion snap the disconnect to the off position. Standing to the side carefully open the disconnect and expect the unexpected – wire pops out of the panel when you open the door, someone before you left a tool in the panel, wires are old and the insulation starts to crack and falls apart. NEVER feel complacent when working on electrical equipment.

17 Deenergization Continued

17.3.13 Evaluate the inside of the cabinet. Verify that everything inside the cabinet is in good working condition. When things do not look right, or you question the integrity of the electrical system that you are working on, STOP and contact someone who will be able to help you. NEVER continue to work on if you are unsure of the equipment.

17.3.14 During the evaluation you also want to examine the disconnect for all incoming power sources. Every disconnect and electrical panel is different and some of them have multiple energy sources! For this example, we examine the disconnect and determine that there is only one power source coming into the cabinet and to the contacts. Remember by turning the disconnect off you only de-energized the load side. This means that the line side will always be energized unless you de-energize the electrical panel that is supplying power to this disconnect.

17.3.15 Change your common probe to an alligator clamp. Using the alligator clamp allows you to place only one hand inside the cabinet. Remember, you never want to have both hands inside the cabinet at the same time. Always make sure that your free hand is not touching a grounded surface.

17.3.16 Set the function switch to resistance.

17.3.17 Push the Peak Min/Max button

17.3.18 Verify that the alligator clamp and probe have good continuity by touching the probe tip to the alligator clamp. You should here a steady beep.

17.3.19 Clip the alligator clamp to the cabinet. You may have to twist the clamp so that it breaks the painted surface and makes contact with the metal.

17.3.20 Verify that the alligator clamp and probe have good continuity by touching the probe to the cabinet. Remember, you may have to push down on the probe to break the painted surface. You should here a steady beep. If you do not hear a steady beep, you will have to adjust the alligator clamp until you do.

17.3.21 Set the function switch to Volts AC, stand to the side of the cabinet and test the load side of the contacts. Test all three phases. The load side is de-energized when you do not get any voltage readings.

17.3.22 Carefully close disconnect and place your lock, hasp and identification tag on the disconnect.

18 Determining Voltage

18.1 In fossil-fueled plants, burning coal, oil or natural gas in a boiler produces heat. At nuclear plants, the heat is produced by fission, splitting atoms in nuclear fuel.

18.2 The nuclear reaction heats water under pressure to prevent it from boiling, much like a pressure cooker.

18.3 That water is then used to heat another water system that is not under pressure, which boils and produces steam.

18.4 The steam spins a turbine; the turbine spins a generator filled with magnets and coils of wire, and electricity is produced.

18.5 The generator produces the electricity, typically at about 20,000 volts AC.

18.6 This electrical power is then distributed to a generator transformer, which steps up the voltage to either 230,000 or 345,000 volts.

18.7 The power is distributed to a switchyard or substation where the power is then sent offsite.

18.8 Remember that voltage is pressure, so the utility needs to step up the voltage so that it can travel long distances at higher pressure.

18.9 Most utility companies will distribute power to buildings in the range of 13,200 V to 26,400 V. It is then up to the building owner to “transform” this power into usable voltage.

18.10 This is done by transformers.

18.11 Voltage is regulated by how the transformer wires are wound.

18.12 The winding that receives current from the line side is called the primary winding.

18.13 The winding that delivers current to the load side is called the secondary winding.

18.14 The relationship of the primary voltage to the secondary voltage is called the voltage ratio.

18.15 If one winding has twice as many turns of wire as the other, it will have twice the voltage.

18.16 When the ratio is given as 10:1, it means that the high-voltage winding contains 10 times as many turns as the low-voltage winding.

18.17 The higher value in the ratio pertains to the high-voltage winding, and the lower value (often 1) to the low-voltage winding.

18.18 The ratio of the number of turns of wire in the primary to the number of turns of wire in the secondary is known as the *turns ratio*.

19 Auditing

19.1 Auditing of field work will be conducted annually for verification of compliance and effectiveness of the program.

19.2 The written program must be updated if auditing determines that employees are not following it or if another issue is identified with potential hazardous exposure.

20 Unique Hazards

20.1 Kateri Powerline Solutions LLC will advise the host employer of:

20.1.1 Any unique hazards presented by the contract employer's work;

20.1.2 Any unanticipated hazards found during the contract employer's work that the host employer did not mention; and

20.1.3 The measures the contractor took to correct any hazards reported by the host employer to prevent such hazards from recurring in the future.

21 Retraining

21.1 It is the policy of Kateri Powerline Solutions LLC that employees will receive additional training (or retraining) under any of the following conditions:

21.1.1 If the supervision or annual inspections indicate that the employee is not complying with the safety-related work practices,

21.1.2 If new technology, new types of equipment, or changes in procedures necessitate the use of safety-related work practices that are different from those that the employee would normally use or

21.1.3 If he or she must employ safety-related work practices that are not normally used during his or her regular job duties.

21.1.4 Retraining will be performed at intervals not to exceed 3 years.

22 Testing, Troubleshooting & Voltage Measuring

22.1 Only qualified persons are allowed to perform tasks such as testing, troubleshooting, and voltage measuring within the limited approach boundary of energized electrical conductors or circuit parts operating at 50 volts or more or where an electrical hazard exists.

22.2 Test instruments, equipment, and their accessories will meet the requirements of ANSI/ISA-61010-1-Safety Requirements for Electrical Equipment for Measurement, Control, and Laboratory Use - Part 1 General Requirements, for rating and design requirements for voltage measurement and test instruments intended for use on electrical systems 1000 Volts and below.

22 Testing, Troubleshooting & Voltage Measuring Continued

22.3 When test instruments are used for the testing for the absence of voltage on conductors or circuit parts operating at 50 volts or more, the operation of the test instrument will be verified before and after an absence of voltage test is performed.

22.4 Test intervals for rubber insulating personal protective equipment must be conducted.

22.4.1 Blankets-before first issue/every 12 months thereafter,

22.4.2 Gloves-before first issue and every 6 months,

22.4.3 Sleeves before first issue and every 12 months and

22.4.4 Covers and Line hose shall be testing if insulating value is suspect.

23 Energized Electrical Work Permit

23.1 Work on energized electrical conductors or circuit parts that cannot be placed in an electrically safe work condition must be performed by written permit only.

23.2 Work performed on electrical conductors and circuit parts operating at less than 50 volts will not be required to be de-energized if it is determined that there will be no increased exposure to electrical burns or explosion.

24 Illumination

24.1 Employees must not enter spaces containing electrical hazards unless illumination is provided that enables the employees to perform the work safely.

24.2 Where lack of illumination or an obstruction precludes observation of the work to be performed, employees shall not perform any task within the Limited Approach Boundary of energized electrical conductors or circuit parts operating at 50 volts or more or where an electrical hazard exists.

25 PPE Requirements

25.1 All PPE used must meet the requirements in Table 130.7(C)(14).

25.2 PPE requirements in the table apply to many different kinds of PPE: arc rated apparel, insulating aprons, general eye and face protection, arc rated face protection, fall protection, testing methods and specifications for footwear, glove and sleeve testing and care, hard hats, arc rated rainwear, visual inspections of rubber protective products and sleeves.

25.3 The related standards for each kind of PPE are found in their ASTM or ANSI document in the table.

26 Alerting Techniques

26.1 Safety signs and tags, barricades, and attendants must be used.

26.2 Safety signs must meet the requirements of ANSI Z535 Table 130.7(F).

26.3 Barricades must be used in conjunction with safety signs and never by themselves.

26.4 The technique used must not increase the potential for employee injury.

Kateri Powerline Solutions LLC

27 ENERGIZED ELECTRICAL WORK PERMIT (Form)

27.1 TO BE COMPLETED BY THE REQUESTER: Job/Work Order Number _____

27.1.1 Description of circuit/equipment/job location: _____

_____

_____

27.1.2 Description of work to be done: _____

_____

_____

27.1.3 Justification of why the circuit/equipment cannot be de-energized or the work deferred until the next scheduled outage: _____

_____

_____

27.1.4 Requester/Signature: _____ Date: _____

27.2 TO BE COMPLETED BY THE ELECTRICALLY QUALIFIED PERSONS DOING THE WORK:

27.2.1 Detailed job description procedure to be used in performing the above detailed work:

_____

27.2.2 Description of the Safe Work Practices to be employed:

_____

27.2.3 Results of the Shock Hazard Analysis:

_____

27.2.4 Determination of Shock Protection Boundaries:

_____

27.2.5 Results of the Arc Flash Hazard Analysis:

_____

27.2.6 Determination of the Arc Flash Protection Boundary:

_____

27.2.7 Necessary personal protective equipment to safely perform the assigned task:

_____

27.2.8 Means employed to restrict the access of unqualified persons from the work area:

_____

27.2.9 Evidence of completion of a Job Briefing including discussion of any job-related hazards:

_____

27.2.10 Do you agree the above described work can be done safely? Yes No (If *no,* return to requester)

27.2.11 Electrically Qualified Person(s)_____ Date: _____

27.3 APPROVAL(S) TO PERFORM THE WORK WHILE ELECTRICALLY ENERGIZED:

_____ _____

Department Manager Maintenance/Engineering Manager

Date: _____ Date: _____

_____ _____

Department Safety Manager Electrically Knowledgeable Person

Date: _____ Date: _____

_____ _____

Assistant Department Director Department Director

Date: _____ Date: _____

27.3.1 Note: Once the work is complete, forward this form to the Department Safety for review and retention.

28 Hazard Assessment and Planning Checklist

28.1 Identify:

The hazards: _____

The voltage levels involved: _____

Skills required: _____

Any “foreign” (secondary source) voltage source: _____

Any unusual work conditions: _____

Number of people needed to do the job: _____

The shock protection boundaries: _____

The available incident energy: _____

Potential for arc flash (conduct an arc flash-hazard analysis): _____

28.2 Ask:

Can the equipment be de-energized? _____

Are backfeeds of the circuits to be worked on possible? _____

Is a “standby person” required? _____

28.3 Check:

Job plans: _____

Single-line diagrams and vendor prints: _____

Status board: _____

Information on plant and vendor resources is up to date: _____

Safety procedures: _____

Vendor information: _____

Individuals are familiar with the facility: _____

28.4 **Know:**

What the job is: _____

Who else needs to know-communicate: _____

Who is in charge: _____

21 Hazard Assessment and Planning Checklist Continued

28.5 **Think:**

About the unexpected event…What if? _____

Lock-Tag-Try: _____

Test for voltage-first: _____

Use the right tools and equipment, including PPE: _____

Install and remove grounds: _____

Install barriers and barricades: _____

What else? _____

28.6 **Prepare for an Emergency:**

Is the standby person CPR trained? _____

Is the required emergency equipment available? _____

Where is it? _____

Where is the nearest phone? _____

Where is the fire alarm? _____

Is confined space rescue available? _____

What is the exact work location? _____

How is the equipment shut off in an emergency? _____

What is the emergency phone number? _____

Where is the nearest fire extinguisher? _____

Are radio communications available? _____

	Kateri Powerline Solutions LLC	
	Noise Exposure / Hearing Conservation	Reference: 29 CFR 1926.52, 1910.95
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 32

1 Noise Exposure Program

1.1 Twenty-two million workers are exposed to potentially damaging noise at work each year. In 2016 U.S. business paid more than $1.5 million in penalties for not protecting workers from noise.

1.2 While it's impossible to put a number to the human toll of hearing loss, an estimated $242 million is spent annually on workers' compensation for hearing loss disability.

1.3 **Health Effects**

1.3.1 Exposure to high levels of noise can cause permanent hearing loss. Neither surgery nor a hearing aid can help correct this type of hearing loss. Short term exposure to loud noise can also cause a temporary change in hearing (your ears may feel stuffed up) or a ringing in your ears (tinnitus). These short-term problems may go away within a few minutes or hours after leaving the noise. However, repeated exposures to loud noise can lead to permanent tinnitus and/or hearing loss.

1.3.2 Loud noise can create physical and psychological stress, reduce productivity, interfere with communication and concentration, and contribute to workplace accidents and injuries by making it difficult to hear warning signals. The effects of noise induced hearing loss can be profound, limiting your ability to hear high frequency sounds, understand speech, and seriously impairing your ability to communicate.

1.4 Kateri Powerline Solutions LLC has developed the following policy on Noise Exposure / Hearing Conservation to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness Training

2.2 PPE: Ear plugs/muffs., safety vests

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Hearing Protection

4.1 Appropriate hearing protection will be provided at no cost and must be worn as specified by project supervisors. Hearing protection will be worn when it will provide greater safety and protection benefits.

4.2 Employees shall be given the opportunity to select their hearing protectors from a variety of suitable hearing protectors provided by the employer.

4.3 When working at a client's site, employees will adhere to the hearing protection requirements of either the client or Kateri Powerline Solutions LLC, whichever requirements are more stringent.

4.4 The requirements outlined below are mandatory while working in this company's workshop or on its projects. They apply to all employees, visitors and contractors.

4.5 Only company-approved hearing protection will be used.

4.6 Hearing protection will be worn at all times when noise levels are suspected of equaling or exceeding 90 dBA.

4.7 When information indicates that employee exposure may equal/exceed the 8 hr time-weighted avg. of 85 decibels, a monitoring program will be implemented to identify employees to be included in the hearing conservation program.

4.8 An audiometric testing program will be established and maintained by making audiometric testing available to all employees at no cost whose exposures equal or exceed an 8-hr. time-weighted avg. 85 decibels.

4.9 Use of portable radios with earphones is prohibited at all times.

5 Identification of Noise Sources

5.1 Noise levels will be determined for all high-noise areas and equipment.

5.2 Representative monitoring will be performed to determine personnel exposures where appropriate.

5.3 Equipment or areas with noise levels equal to or exceeding 85 dBA will be identified with labels or signs, which will be posted on the individual pieces of equipment (whether owned and leased) or at the entrance to noisy areas.

5.4 The sign or label will state either "Hearing Protection Is Required While the Equipment Is Operating" or "Hearing Protection Is Required While Working in the Area" or similar wording, as appropriate.

5.5 Equipment typically requiring labels includes but is not limited to compressors, forklifts, generators and pneumatic tools.

5.6 Labels will be placed where the operator can readily see the warning, such as next to power switches.

5.7 The requirements of this policy will be included in specifications when purchasing, renting or leasing equipment.

6 Reduction of Noise Levels

6.1 Whenever practical, noise levels identified as exceeding 85 dBA will be reduced by means of engineering or administrative controls, including isolation, enclosure and application of noise-reduction materials.

6.2 Specific noise environments and noise reduction ratings (NRRs) must be considered when selecting the type of hearing protection (ear plugs, ear muffs or both) for a particular job.

7 Training

7.1 A current copy of the Occupational Noise Standard, 29 CFR 1926.52, will be posted in the company's main office. Copies will be made available to employees on request.

7.2 Hearing protectors shall be replaced as necessary. Kateri Powerline Solutions LLC shall provide training in the use and care of all hearing protectors and ensure proper initial fitting and supervise the correct use of all hearing protectors.

7.3 Once each calendar year, training will be conducted for all employees who may be exposed to noise levels of 85 dBA or greater.

7.3.1 At a minimum, the training program will include a discussion of the following:

7.3.1.1 The purpose of hearing protection.

7.3.1.2 The effectiveness, advantages and disadvantages of various types of hearing protection.

7.3.1.3 Pertinent noise-monitoring results.

7.3.1.4 Specific equipment and/or operations that produce high noise levels.

7.3.1.5 The purpose of audiometric testing and an explanation of testing procedures.

7.3.1.6 Training records will be kept at the main office and made available.

8 Responsibilities

8.1 Each employee is responsible for:

8.1.1 Following the instructions received in the training program.

8.1.2 Wearing proper hearing protection when needed.

8.1.3 Foremen and supervisors are responsible for ensuring:

8.1.4 Hearing protection is used in areas or operations where such use is required.

8.1.5 Affected employees receive appropriate training and participate in annual audiometry as required.

8.1.6 High-noise areas and equipment are identified and labeled accordingly.

8.2 Management is responsible for:

8.2.1 Determining whether noise reduction is feasible by means of engineering controls.

8.2.2 Ensuring adequate supplies of ear plugs or other well-maintained hearing protection devices are available.

8.2.3 Determining the adequacy of hearing-protection devices.

8.2.4 Assisting in training as necessary.

8.2.5 Coordinating and overseeing all audiometric testing.

9 Baseline Audiogram

9.1 It is a requirement of Kateri Powerline Solutions LLC that within 6 months of an employee's first exposure at or above the action level:

9.1.1 A valid baseline audiogram will be established, which future audiograms can be compared against.

9.1.2 When a mobile van is used, the baseline must be established within 1 yr.

9.2 Baseline audiogram testing will be done only after the employee has had 14 hours free from exposure to workplace noise.

9.2.1 Hearing protection may be used to meet the requirement.

9.2.2 Employees will also be notified to avoid high levels of noise.

9.3 Kateri Powerline Solutions LLC will obtain a new audiogram for each employee exposed at or above an 8-hour time-weighted average of 85 decibels at least annually after obtaining the baseline audiogram.

9.3.1 Each employee's annual audiogram will be compared to that employee's baseline audiogram to determine if the audiogram is valid and if a standard threshold shift has occurred.

9.3.2 If a comparison of the annual audiogram to the baseline audiogram indicates a standard threshold shift, the employee shall be informed of this fact in writing, within 21 days of the determination.

9.4 Accurate records of all employee exposure and audiometric measurements shall be maintained as required by the regulation.

10 Hearing Protection Re-evaluation

10.1 Unless a physician determines that the standard threshold shift is not work related or aggravated by occupational noise exposure, Kateri Powerline Solutions LLC will ensure that employees already using hearing protectors will be refitted and retrained in the use of hearing protectors and provided with hearing protectors offering greater attenuation if necessary.

10.2 The employee will be referred for a clinical audiological evaluation or an otological examination, as appropriate, if additional testing is necessary or if the employer suspects that a medical pathology of the ear is caused or aggravated by the wearing of hearing protectors.

10.3 It's a requirement of Kateri Powerline Solutions LLC to evaluate hearing protector attenuation for the specific noise environments in which the protector will be used.

11 Hearing Conservation Checklist

11.1 Procedures to be taken.

11.1.1 Have all employees been monitored for exposure to noises?

11.1.2 Do monitoring results indicate that employees are overexposed?

11.1.3 If testing indicates overexposure, circle the types of controls implemented:

11.1.3.1 Engineering

11.1.3.2 Administrative

11.1.3.3 Work Practices

11.1.4 Have employees been provided with hearing protectors?

11.1.5 If hearing protectors have been provided, circle the type being used. If multiple types are used, list employees and types being used in the space below.

11.1.5.1 Ear Muffs

11.1.5.2 Disposable Ear Plugs

11.1.5.3 Fitted Ear Plugs

11.1.6 Have employees been trained to understand noise hazards and the measures taken to control noise, including wearing protectors?

11.1.7 Have employees received baseline audiometry?

11.1.8 For those employees who have received a baseline, has an annual audiogram been given?

11.1.9 If an employee has suffered hearing loss, have procedures been developed to prevent further hearing loss from occurring?

11.1.10 Has a record-keeping system been developed to track information from physicians and training?

12 Awareness Training

12.1 Training will be provided prior to initial assignment by Kateri Powerline Solutions LLC for all employees who are exposed to a noise action level or work in high noise areas.

12.2 The training must be repeated annually for each employee.

12.3 Training will be updated consistent to changes in PPE and work processes and include the proper techniques of wearing hearing protection.

13 Change of Process

13.1 Monitoring must be repeated whenever a change in production, process, equipment or controls increases noise exposures to the extent that:

13.1.1 Additional employees may be exposed at or above the action level or the attenuation provided by hearing protectors being used by employees may be rendered inadequate.

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	Kateri Powerline Solutions LLC	
	Non-DOT Drug & Alcohol Policy	Reference: www.OSHA.gov
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 33

1 Non-DOT Drug & Alcohol Program

1.1 It is the policy of Kateri Powerline Solutions LLC that the use, sale, purchase, transfer, possession, or presence in one's system of any controlled substance (except medically prescribed drugs). by any employees while on the Company's premises, engaged in Company business, operating Company equipment, or while under the authority of the Company is strictly prohibited.

1.2 Kateri Powerline Solutions LLC further maintains a policy that the unauthorized use, sale, purchase, transfer, possession, or presence in one's system of alcohol or any other intoxicating agent by any employee while on the Company's premises, engaged in Company business, operating Company equipment, or while under the authority of the Company is strictly prohibited.

1.3 There are many reasons why we have implemented a drug and alcohol testing program, they include but are not limited to:

1.3.1 Deter employees from abusing alcohol and drugs.

1.3.2 Prevent hiring individuals who use illegal drugs.

1.3.3 Be able to identify early and appropriately refer employees who have drug and/or alcohol problems.

1.3.4 Provide a safe workplace for employees.

1.3.5 Protect the general public and instill consumer confidence that employees are working safely.

1.3.6 Benefit from Workers' Compensation Premium and Group Discount programs.

1.3.7 Comply with State, Federal and Local laws and regulations.

1.4 Kateri Powerline Solutions LLC has developed the following policy on Drug and Alcohol to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

1.5 This policy applies to all employees of Kateri Powerline Solutions LLC.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Records

4.1 All employee drug and alcohol test records are considered confidential.

4.2 Employee alcohol and controlled substance test records will only be released in the following situations:

4.2.1 To the active employee, upon their request,

4.2.2 Upon written consent by the employee authorizing the release to a specified individual,

4.2.3 Upon request of state or local officials with regulatory authority over the Company,

4.2.4 Upon request of the United States Secretary of Transportation,

4.2.5 Upon request by the National Transportation Safety Board (NTSB) as part of an accident investigation,

4.2.6 In a lawsuit, grievance, or other proceeding when legally applicable,

4.2.7 Upon request by subsequent employers upon receipt of a written request by an employee.

5 Testing

5.1 Employees of Kateri Powerline Solutions LLC may be subject to each of the following types of drug and alcohol tests:

5.2 **Pre-Employment (drug only)**

5.2.1 Employees will be subject to a drug test prior to employment. No employee will be permitted to perform any safety-sensitive function, including the driving of any company vehicle, until they have received a negative drug test result.

5.3 **Post-Accident**

5.3.1 In the event of an accident involving a commercial motor vehicle operating on a public road in commerce, the involved employee will be subject to a drug and alcohol test in the following circumstances:

5.3.1.1 If the accident involved the loss of human life;

5.3.1.2 If the employee receives a citation for a moving traffic violation arising from the accident, and the accident involves either:

5.3.1.2.1 Bodily injury to any person who immediately receives medical treatment away from the scene of the accident; or

5.3.1.2.2 One or more motor vehicles incurring disabling damage requiring the motor vehicle to be transported away from the scene by tow.

5 Testing Continued

5.4 Random

5.4.1 Employees will be subject to random drug and alcohol testing. Random testing will be conducted without notice to randomly selected employees. Employees may be grouped into drug and alcohol testing pools based on job function. All employees within each pool have an equal chance of testing.

5.5 Reasonable Suspicion

5.5.1 Employees will be subject to reasonable suspicion drug and alcohol testing if a trained supervisor or trained company official believes or suspects that the employee is under the influence of drugs or alcohol (or both).

5.6 Return-to-Duty & Follow-Up

5.6.1 Employees retained by the Company after a positive test result or a test refusal will be subject to return-to-duty drug and alcohol testing. No employee will be permitted to perform any safety-sensitive function until they have received a verified negative drug and alcohol test result. Thereafter, such employees will be subject to certain follow-up drug and alcohol testing as established by Substance Abuse Professional (SAP).

6 Refusal to Submit to a Drug and/or Alcohol Test

6.1 You are considered to have refused to take a drug and/or alcohol test if you:

6.1.1 Drug Test

6.1.1.1 Fail to appear at a collection site for any test (except a pre-employment test) within a reasonable time, as determined by the Company. This includes the failure of the employee to appear for a test when called by the Company's third party administrator.

6.1.1.2 Fail to remain at the collection site until the testing process is complete; Provided that a person who leaves the testing site before the testing process commences for a pre-employment test is not deemed to have refused to test.

6.1.1.3 Fail to provide a specimen.

6.1.1.4 Fail to permit a monitored or observed collection if the Company ordered or if the collector required the collection to be monitored or observed.

6.1.1.5 Fail to provide a sufficient amount of urine specimen, provided the Medical Review Officer (MRO) finds there was no medical reason for the employee to provide insufficient amount of urine.

6.1.1.6 Fail or decline to take an additional drug test that the Company or collector has directed.

6.1.1.7 Fail to undergo a medical examination or evaluation the MRO or the Company has directed.

6.1.1.8 Fail to cooperate with any part of the specimen collection process.

6.1.1.9 Fail, for an observed collection, to follow the instructions to raise and lower clothing and turn around.

6.1.1.10 Possess or wear a prosthetic or other device that could be used to interfere with the collection process if the employee is found to have or wear a prosthetic or other device designed to carry clean urine or a urine substitute.

6.1.1.11 Admit to the collector to having adulterated or substituted the specimen.

6.1.1.12 Adulterate or substitute a urine specimen.

6.1.1.13 Admit to the MRO to having adulterated or substituted the specimen.

6.2 **Alcohol Test**

6.2.1 Fail to appear at an alcohol test site for any test within a reasonable time, as determined by the Company. This includes the failure of the employee to appear for a test when called by the Company's third party administrator.

6.2.2 Fail to remain at the alcohol test site until the testing process is complete.

6.2.3 Fail to provide an adequate amount of saliva or breath.

6.2.4 Fail to provide a sufficient breath specimen, provided the physician finds that there was no medical reason for the employee to provide an insufficient amount of breath.

6.2.5 Fail to undergo a medical examination or evaluation as the Company has directed as part of the insufficient breath procedures.

6.2.6 Fail to sign the certification statement at Step 2 of the Alcohol Testing Form (ATF).

6.2.7 Fail to cooperate with any part of the testing process.

7 Failed Test

7.1 Any employee that receives unacceptable drug and alcohol test results will not be allowed to work on a Client/Host site or facility and must be removed from the host company's property, site, or facility.

8 Substance Abuse Assessment

8.1 substance abuse assessments following a positive drug and/or alcohol test or for those who voluntarily seek assistance for a substance abuse issue.

CHAPTER 34

1 Pandemic Preparedness Program

1.1 Kateri Powerline Solutions LLC has developed the following policy on Pandemic Preparedness to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

1.2 Disease can spread quickly from sick employees to others who are nearby in the workplace. Employees are often in close contact, sharing the same space, supplies, and equipment for long periods of time. As a result, there is an increased risk that employees will spread illnesses to each other.

2 Competent Person

2.1 Jon Manikateri is the competent person responsible for the program.

2.2 Jon Manikateri will be responsible for dealing with disease issues and their impact at the workplace.

2.3 This includes contacting local health department and health care providers in advance and developing and implementing protocols for response to ill individuals.

3 Training

3.1 Training will be provided by Kateri Powerline Solutions LLC for employees on illness prevention, how to avoid spread of disease, and company policies concerning illness.

3.2 Employees will be trained on health issues of the pertinent disease to include prevention of illness, initial disease symptoms, preventing the spread of the disease, and when it is appropriate to return to work after illness.

3.3 Disease containment plans and expectations will be shared with employees.

3.4 Communicating information with non-English speaking employees or those with disabilities must be considered.

4 Hand Washing

4.1 It is the determination of Kateri Powerline Solutions LLC to ensure that hand washing facilities, antiseptic hand cleaners, and other hygiene items are available.

4.2 Hand washing and use of hand sanitizers is encouraged by Kateri Powerline Solutions LLC.

4.3 Hand washing facilities, hand sanitizers, tissues, no touch trash cans, hand soap and disposable towels will be provided by Kateri Powerline Solutions LLC.

5 Work/Stay at Home Policy

5.1 It is a requirement of Kateri Powerline Solutions LLC that when employees are ill or are caring for others they stay home or work from home if available.

5.2 Workers are encouraged to stay at home when ill, when having to care for ill family members, or when caring for children when schools close, without fear of reprisal.

5.3 Tele-commuting and other work-at-home strategies shall be implemented to ensure business continuation.

6 Business Continuity

6.1 It is a requirement of Kateri Powerline Solutions LLC that a business continuity plan be prepared so that if significant absenteeism or changes in business practices are made, required business operations can be effectively maintained.

7 Immunizations

7.1 Workers of Kateri Powerline Solutions LLC are encouraged to obtain appropriate immunizations to help avoid disease.

7.2 Granting time off work to obtain the vaccine will be considered when vaccines become available in the community.

8 Internal Communications

8.1 Key contacts, a chain of communications and contact numbers for employees, and processes for tracking business and employees are available through request from Human Resources.

9 External/Customer Communications

9.1 Jon Manikateri will notify key contacts including both customers and suppliers in the event an outbreak has impacted our company's ability to perform services. Jon Manikateri will also notify customers and suppliers when operations resume.

10 Social Distancing

10.1 If an outbreak or increased level of disease is in progress, social distancing including increasing the space between employee work areas and decreasing the possibility of contact by limiting large or close contact gatherings will be considered.

11 Periodic Cleaning

11.1 It is a requirement of Kateri Powerline Solutions LLC that routine cleaning/disinfection of surfaces such as desktops, keyboards, lunch tables, doorknobs, faucets, handrails, etc. must be done periodically.

11.2 Clean all areas that are likely to have frequent hand contact (like doorknobs, faucets, handrails) routinely and when visibly soiled.

11.3 Work surfaces should also be cleaned frequently using normal cleaning products.

12 Plan & Emergency Communications

12.1 It is a requirement of Kateri Powerline Solutions LLC that the plan and emergency communications procedures be tested in some manner, for example in a table-top exercise.

12.2 The plan and emergency communication strategies will be periodically tested (for example annually) to ensure it is effective and workable.

13 Lessons Learned

13.1 Following a pandemic event, the person responsible for implementation of the plan should identify learning opportunities and take action to implement any corrective actions.

	Kateri Powerline Solutions LLC	
	Pandemic Preparedness	Reference: www.OSHA.gov
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

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	Kateri Powerline Solutions LLC	
	Personal Protective Equipment (PPE)	Reference: 29 CFR 1910.132, 1926.28
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 35

1 Personal Protective Equipment Program

1.1 Personal protective equipment, commonly referred to as "PPE", is equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses.

1.1.1 These injuries and illnesses may result from contact with chemical, radiological, physical, electrical, mechanical, or other workplace hazards.

1.2 Protective equipment, including personal protective equipment (PPE) for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be provided, used, and maintained in a sanitary and reliable condition.

1.3 Kateri Powerline Solutions LLC has developed the following policy on Personal Protective Equipment to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, gloves, safety glasses and shoes, earplugs or muffs, hard hats, respirators, or coveralls, and full body suits. (but not limited to)

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the use of personal protective equipment.

4.2 The training will cover:

4.2.1 When it is necessary,

4.2.2 What kind is necessary,

4.2.3 How to properly put it on, adjust, wear and take it off,

4.2.4 The limitations of the equipment,

4.2.5 Proper care, maintenance, useful life, and disposal of the equipment.

4.3 When Kateri Powerline Solutions LLC has reason to believe that any affected employee who has already been trained does not have the understanding and skills required, the employee will be retrained.

4.4 Circumstances where retraining is required include, but are not limited to, situations where:

4.4.1 Changes in the workplace render previous training obsolete; or

4.4.2 Changes in the types of PPE to be used render previous training obsolete; or

4.4.3 Inadequacies in an affected employee's knowledge or use of assigned PPE indicate that the employee has not retained the requisite understanding or skill.

4.5 Training will be documented to include the following:

4.5.1 Employee names,

4.5.2 Dates of training and

4.5.3 The training contents.

5 Personal Protective Equipment

5.1 Protective equipment will be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

5.2 Personal protective equipment (PPE) must properly fit each affected company employee.

5.3 PPE that fits poorly will not afford the necessary protection.

5.4 **Employee-owned equipment**

5.4.1 Where employees provide their own protective equipment, it is a requirement that adequacy, proper maintenance, and sanitation of such equipment is held to the standards of the PPE provided by Kateri Powerline Solutions LLC.

5.5 Kateri Powerline Solutions LLC is responsible for the adequacy, maintenance, and sanitation of employee-owned equipment.

5.6 **Design**

5.6.1 All personal protective equipment shall be of safe design and construction for the work to be performed.

6 Hazard Assessment and Equipment Selection

6.1 Kateri Powerline Solutions LLC shall verify that the required workplace hazard assessment has been performed through a written certification that identifies the workplace evaluated, the person certifying that the evaluation has been performed, the date(s) of the hazard assessment, and identification of assessment documents.

6.2 Kateri Powerline Solutions LLC will assess the workplace to determine if hazards are present, or are likely to be present, which deem the use of personal protective equipment (PPE).

6.3 If such hazards are present, or likely to be present, Kateri Powerline Solutions LLC will:

6.3.1 Select, and have each affected employee use, the types of PPE that will protect the affected employee from the hazards identified in the written hazard assessment,

6.3.2 Communicate selection decisions to each affected employee and,

6.3.3 Select PPE that properly fits each affected employee.

6.4 Kateri Powerline Solutions LLC will verify that the required workplace hazard assessment has been performed through a written certification that identifies:

6.5 The workplace evaluated,

6.6 The persons signature certifying that the evaluation has been performed,

6.7 The date(s) of the hazard assessment and, which identifies the document as a certification of hazard assessment.

7 Defective and Damaged Equipment

7.1.1 Defective or damaged personal protective equipment shall not be used and must be removed from service.

8 Eye and Face Protection

8.1 The Jon Manikateri shall ensure that each affected employee uses appropriate eye or face protection when exposed to eye or face hazards from flying objects, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or potentially injurious light radiation.

9 Side Protectors

9.1 Safety glasses shall have permanent side protectors.

10 Prescription Lenses

10.1 Each employee who wears prescription lenses shall wear protection that incorporates the prescription or protection that can be worn over the prescription lenses, when involved in a potential eye hazard situation.

11 Eye and Face Protection: Minimum Requirements

11.1 Safety glasses or goggles (depending on the task) shall be worn by personnel.

11.2 Protective eye and face protection for welding operations shall be used for all welding operations.

12 Head Protection

12.1 The supervisor shall ensure that each affected employee wears an approved hardhat when working in areas where there is a potential for head injury from falling or overhead objects.

12.2 The supervisor shall ensure that each employee exposed to electrical conductors that could contact the head, wears a protective helmet designed to reduce electrical shock hazards.

12.3 Kateri Powerline Solutions LLC has selected protective helmets in accordance with ANSI Z89.1-1997 Standards.

12.4 ANSI Standards have two (2) types of protective helmets classified for impact:

12.4.1 Type I – intended for impact resulting from a blow to the top of the head.

12.4.2 Type II – intended for impact resulting from a blow, which may be received off center or to the top of the head.

12.5 In addition, ANSI Standards have three (3) types of protective helmets classified for electrical:

12.5.1 Class G – (general) – intended to reduce the danger of contact to low-voltage conductors (proof tested to 2,200 volts phase to ground).

12.5.2 Class E – (electrical) – intended to reduce the danger of contact to high-voltage conductors (proof tested to 20,00 volts phase to ground).

12.5.3 Class C – (conductive) – not intended to provide protection against contact with electrical conductors.

12.6 Note: proof-test voltages are not intended as indicator of the voltage at which the helmet protects the wearer.

12.7 Kateri Powerline Solutions LLC has selected to provide on Type II, Class G or E protective helmets for those required to wear such protection.

12.8 Type II, Class G or E head protection shall be worn by personnel in the required AREAS.

13 Foot Protection

13.1 The supervisor shall ensure affected employees wear approved protective footwear when working in areas where there is a danger of foot injury from falling or rolling objects, or objects piercing the sole, and where such employees are exposed to electrical hazards.

13.2 Food protection shall be Impact (I/75 = 75 ft. Ibf) and Compression (C/75 = 2500 lb) Resistance (via ANSI 41-1991) and may provide other protection such as:

13.2.1 Metatarsal (Mt/75 – 75 ft. Ibf) protective.

13.2.2 Electrical hazard protective.

13.2.3 Sole puncture resistant.

13.3 Impact and compression resistance protective footwear shall be worn by personnel in required areas.

13.4 Electrical hazard (EH) protective footwear shall be worn by personnel in all required areas.

14 Hand Protection

14.1 The supervisor shall ensure that each affected employee wears the appropriate hand protection when exposed to hazards such as those from skin absorption of harmful substances, severe cuts or lacerations, severe abrasions, punctures, chemical burns, thermal burns and harmful temperature extremes.

14.2 The type of hand protection used will be dependent on the hazard(s) present as identified in the workplace hazard assessment.

14.3 Kateri Powerline Solutions LLC shall base the selection of the appropriate hand protection on an evaluation of the performance characteristics of the hand protection relative to the following:

14.3.1 Task(s) to be performed

14.3.2 Dexterity required.

14.3.3 Conditions present.

14.3.4 Duration and frequency of use.

14.3.5 Degree of exposure of the hazard.

14.3.6 Physical stress that will be applied.

14.3.7 The hazards and potential hazards identified.

15 PPE Hazard Assessment Certification

Personal Protective Equipment

Hazard Assessment Certification

Job Title:_____ Date:_____

Department:_____ Supervisor_____

Location\Worksite:_____ Signature_____

Employee Name(s):_____

_____

Tasks, Job Classifications or Workstation	Potential Hazard	PPE Required (Yes/No)	Type of PPE Required

CHAPTER 36

1 Preventative Maintenance Program

1.1 A preventive maintenance program is the key to reliable and efficient operation of any dust control equipment or system.

1.2 Kateri Powerline Solutions LLC has developed the following policy on Preventative Maintenance to ensure the safety of our employees/equipment and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, Hard Hats, Eye & Ear.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Inventory

4.1 It is a requirement that an inventory of Kateri Powerline Solutions LLC's machinery / equipment must be established and kept current.

4.2 When new machinery or equipment is acquired, it must be added to the inventory.

5 Preventative Maintenance/Inspection Schedule

5.1 It is the policy of Kateri Powerline Solutions LLC that the preventative maintenance schedule must be established based on manufacturer requirements and industry standards.

6 Records

6.1 It is a requirement of Kateri Powerline Solutions LLC that preventative maintenance performed on machinery or equipment must be documented and retained for the life of the machinery or equipment.

7 Defective Equipment

7.1 Defects observed in machinery or equipment must be reported to a supervisor, and must be repaired or replaced before being used again.

8 Maintenance Checklist

Freq.	Equipment Nomenclature	Item Number & Location	J	F	M	A	M	J	J	A	S	O	N	D

CHAPTER 37

1 Rigging Material Handling Program

1.1 Riggers prepare ships' equipment, components or sections for lifting by cranes, hoists or other material handling equipment. Riggers also act as signalman. Worker safety is of utmost concern when performing rigging tasks.

1.1.1 Improper rigging of a load or a rigging failure can expose riggers and other workers nearby to a variety of potential hazards.

1.1.2 Riggers have been injured or killed when loads have slipped from the rigging, or when the rigging has failed.

1.2 Therefore, it is a requirement of Kateri Powerline Solutions LLC all loads must be safely rigged, including adequate welds on pad eyes prior to a lift.

1.3 Company employees shall be kept clear of all lifted and suspended loads at all times

1.4 Kateri Powerline Solutions LLC has developed the following policy on Rigging Material Handling to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the use of Rigging Material for Handling.

4.2 The training will qualify and teach riggers:

4.2.1 How to understand and recognize the hazards associated with the assigned task.

4.2.2 Awareness of the surface conditions upon which a crane is operating.

4.2.2.1 The surface should be level within 1% grade and firm enough to support the crane and load.

4.2.2.2 Examine where the load will be set. Remove unnecessary blocks, equipment or other materials that can injure workers if struck by the load.

4.2.3 Familiar with the various and correct rigging techniques and rigging equipment (e.g., slings, shackles, hooks, hoist, blocks).

4.2.4 Able to anticipate problems before they occur.

4.2.4.1 Stop the job when any potentially unsafe conditions are present.

4.2.5 Aware of the weight of the load and understand the rated capacities of the crane and any rigging gear.

5 Equipment

5.1 All rigging gear and equipment provided by Kateri Powerline Solutions LLC must be inspected before each shift and at intervals during its use to minimize the possibility of a rigging failure.

5.2 Rigging equipment deemed defective must be removed from service and use is forbidden.

5.3 Rigging equipment must not be loaded beyond its recommended safe working load.

5.3.1 Identification markings, indicating rated capacity for the type of hitch used, the angle upon which it is based, and the number of legs if more than one, will be permanently affixed to the rigging.

5.4 **Overloading the crane and rigging gear may cause:**

5.4.1 The crane hoist line to part or the rigging gear to fail.

5.4.2 The crane to tip over.

5.4.3 Damage to and possible failure of the crane.

5.5 **Defective gear and equipment must be immediately removed from service.**

5.6 Check nylon slings for cuts or frayed areas.

5.7 Manila rope slings should be checked to determine that they are safe for the intended working loads.

5.8 Check wire rope slings for kinks or broken wires or strands.

5.9 Check chain slings for stretched links.

5.10 Check hooks to make sure they are not bent from overloading.

5.11 Check that the crane hook safety latch automatically retracts to the closed position upon release.

5.12 Bent or sprung hooks must not be used.

5.12.1 Slings must not be used over sharp corners without padding.

5.12.2 Slings must not be covered with permanent padding that would prevent them from being inspected before each use.

5.12.3 Use softeners, padding, chaffing gear or other sling protection as necessary to prevent damage to nylon slings.

5.12.4 Kinked or knotted wire rope slings should be removed from service.

5.12.5 Wire rope must not be secured by knots.

5.12.6 Hooks must be equipped with safety latches.

5.13 Hooks used in the connection between the hoist line and any personnel platforms must be of a type that can be closed and locked so as to eliminate the throat opening or closed and locked when so attached.

5.13.1.1 Hooks on overhaul ball assemblies, lower load blocks, or other attachment assemblies must be of a type that can be closed and locked, eliminating the hook throat opening.

5.13.2 Rigging equipment not in use must be removed from the immediate work.

6 Lifting

6.1 Avoid lifts near stacked material that may be knocked over by a swinging load.

6.2 Always check for overhead power lines before lifting a load.

6.3 Before loads or empty lifting gear are raised, lowered, or swung, advanced warning must be given to workers operating in the vicinity.

6.4 Use a designated spotter to assure that proper clearances are maintained.

6.5 A worker or signalman who is familiar with signal codes must communicate with the crane operator.

6.6 When walking with a load, keep it as close to the ground as possible.

6.6.1 Inspect the spot where the load is to be landed.

6.6.2 When lowering or setting a load, set it down slowly.

6.7 Tag lines must be provided and used on loads likely to swing or need guidance, unless such use creates an unsafe condition.

6.7.1 Do not use tag lines to control lift when the lift is under or near electrical power lines.

6.8 Riggers must not place themselves in a hazardous position between a swinging load and a fixed object.

6.9 Workers are not to work under the load.

6.10 Workers must not ride a load or hook.

6.11 Riggers should keep fingers, hands and feet away from pinch points.

7 Pad Eyes

7.1 Pad eyes should be designed for a specific use.

7.2 Each pad eye should be able to hold the intended weight/force that will be applied to it after it is welded into place.

7.3 Inspect pad eyes for cracks and other defects that will affect its capacity.

7.4 Remove defective pad eyes from the work area.

7.5 All pad eyes should be welded solidly all around. Weld the middle of the pad eye on both sides first, then weld both ends.

7.6 Inspect fitting tools and equipment such as come-alongs, chain falls, turnbuckles, chains and hook ratchets that will be used with pad eyes.

7.7 Make sure that the hooks from the come-alongs and chain falls are seated properly in the eye of the pad eye.

7.8 Do not overstress the fitting tools – use up to 80% of their capacity.

7.9 When applying pressure with fitting tools or equipment to pad eyes, make sure that everyone is well out of the danger zone in the event that the pad eye tears off the surface it was welded to.

8 Rigging Hazards

8.1 Description of rigging hazards that can result in serious injuries or fatalities.

8.2 Fall Hazards created by:

8.2.1 Uneven working surfaces.

8.2.2 Wet and slippery working surfaces.

8.2.3 Working surfaces not cleared of obstructions.

8.2.4 Improper use of portable ladder.

8.2.5 Unprotected sides, bulkhead openings, deck holes more than 5 ft.

8.3 Struck-by and Crushing Hazards created by:

8.3.1 Gear and equipment not properly inspected.

8.3.2 Defective gear and equipment.

8.3.3 Moving parts and equipment.

8.3.4 Loads not safely rigged before being hoisted.

8.3.5 Improper use of tag line allowing hoisting material to swing out of control.

8.3.6 Loads swung or suspended overhead.

8.3.7 Hazardous locations between a swinging load and fixed object.

8.4 Electrical Hazards created by:

8.4.1 Use of hoisting and hauling equipment near energized lines.

8.4.2 Tools and equipment not properly grounded.

8.4.3 Defective electrical tools.

8.4.4 Worn or frayed electric cables.

9 Permanent Identification

9.1 Kateri Powerline Solutions LLC will not use Chains, Wire ropes, Synthetic or metal Web slings, shackles or any other lifting attachments without permanently affixed and legible identification markings prescribed by the manufacturer.

9.2 Kateri Powerline Solutions LLC forbids rigging from being loaded greater than the recommended safe working load as described on the identification markings.

9.3 Kateri Powerline Solutions LLC forbids the use of rigging materials in which the identification markings are not present or not legible.

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CHAPTER 38

1 Risk Assessment Program

1.1 A hazard is the potential for harm. In practical terms, a hazard often is associated with a condition or activity that, if left uncontrolled, can result in an injury or illness.

1.1.1 See Common Hazards and Descriptions list in this section.

1.2 Identifying hazards and eliminating or controlling them as early as possible will help prevent injuries and illnesses.

1.3 A risk assessment is a technique that focuses on job tasks as a way to identify hazards before they occur.

1.3.1 It focuses on the relationship between the worker, the task, the tools, and the work environment. Ideally, after you identify uncontrolled hazards, you will take steps to eliminate or reduce them to an acceptable risk level.

1.4 Kateri Powerline Solutions LLC has developed the following policy on risk assessment to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, hard hats, work boots, eye & ear, as required.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for All employees should be trained on workplace hazards and how to identify, report, control them and care of proper PPE.

5 Hazard Classification

5.1 It is a requirement of Kateri Powerline Solutions LLC that hazards must be classified based on the risk involved with that task.

5.2 The risk analysis matrix that indicates the severity and probability at the end of this program must be used.

6 Risk Assessment

6.1 It is a requirement of Kateri Powerline Solutions LLC that a risk assessment must be conducted on each job.

6.2 Priority should go to the following types of jobs:

6.2.1 Jobs with the highest injury or illness rates,

6.2.2 Jobs with the potential to cause severe or disabling injuries or illness, even if there is no history of previous accidents,

6.2.3 Jobs in which one simple human error could lead to a severe accident or injury,

6.2.4 Jobs that are new to your operation or have undergone changes in processes and procedures and

6.2.5 Jobs complex enough to require written instructions.

6.3 Collect, organize, and review information with workers to determine what types of hazards may be present and which workers may be exposed or potentially exposed. Information available in the workplace may include: equipment and machinery operating manuals, Safety Data Sheets (SDS); inspection reports; records of previous injuries and illnesses; incident investigation reports; results of job safety analyses (JSA).

6.4 Conduct and document regular inspections of all operations, equipment, work areas and facilities for safety hazards.

6.5 Identify health hazards including chemical hazards, physical hazards, biological hazards, and ergonomic risk factors by conducting qualitative exposure assessments and reviewing employee medical records.

6.6 Workplace incidents including injuries, illnesses, near misses, and stop work interventions should be investigated to identify the root cause in order to prevent future occurrences.

6.7 Evaluate each hazard by considering the severity of potential outcomes the likelihood that an event or exposure will occur, and the number of workers who might be exposed in order to prioritize the hazards so that those presenting the greatest risk are addressed first.

6.8 **Getting our employees/subcontractors involved.**

6.8.1 It is very important to involve our employees/subcontractors in the hazard analysis process. They have a unique understanding of the job, and this knowledge is invaluable for finding hazards.

6.8.2 Involving employees/subcontractors will help minimize oversights, ensure a quality analysis, and get workers to “buy in” to the solutions because they will share ownership in their safety and health program.

6.9 **Reviewing our accident history.**

6.9.1 Workplace history of accidents and occupational illnesses that needed treatment, losses that required repair or replacement, and any "near misses" will be reviewed with our employees.

6.9.2 Events in which an accident or loss did not occur, but could have are indicators that the existing hazard controls (if any) may not be adequate and deserve more scrutiny.

6.10 **Conduct a preliminary job review.**

6.10.1 Discuss with our employees the hazards they know exist in their current work and surroundings.

6.10.2 Brainstorm with them for ideas to eliminate or control those hazards.

6.10.3 If any hazards exist that pose an immediate danger to an employee's life or health, take immediate action to protect the worker.

6.10.4 Any problems that can be corrected easily should be corrected as soon as possible.

6.10.4.1 Do not wait to complete your risk assessment.

6.10.5 This will demonstrate your commitment to safety and health and enable you to focus on the hazards and jobs that need more study because of their complexity. For those hazards determined to present unacceptable risks, evaluate types of hazard controls.

6.11 **List, rank, and set priorities for hazardous jobs.**

6.11.1 List jobs with hazards that present unacceptable risks, based on those most likely to occur and with the most severe consequences. These jobs should be our first priority for analysis.

6.12 **Outline the steps or tasks.**

6.12.1 Nearly every job can be broken down into job tasks or steps. When beginning a risk assessment, watch the employee perform the job and list each step as the worker takes it.

6.12.2 Be sure to record enough information to describe each job action without getting overly detailed. Avoid making the breakdown of steps so detailed that it becomes unnecessarily long or so broad that it does not include basic steps.

6.12.3 You may find it valuable to get input from other workers who have performed the same job.

6.12.4 Later, review the job steps with the employee to make sure you have not omitted something.

6.12.5 Point out that you are evaluating the job itself, not the employee's job performance. Include the employee in all phases of the analysis—from reviewing the job steps and procedures to discussing uncontrolled hazards and recommended solutions.

6.12.6 Sometimes, in conducting a risk assessment, it may be helpful to photograph or videotape the worker performing the job. These visual records can be handy references when doing a more detailed analysis of the work.

7 How to Identify Workplace Hazards

7.1 A risk assessment is an exercise in detective work. Your goal is to discover the following:

7.1.1 What can go wrong?

7.1.2 What are the consequences?

7.1.3 How could it arise?

7.1.4 What are other contributing factors?

7.1.5 How likely is it that the hazard will occur?

7.2 To make your risk assessment useful, document the answers to these questions in a consistent manner.

7.3 Describing a hazard in this way helps to ensure that your efforts to eliminate the hazard and implement hazard controls help target the most important contributors to the hazard.

7.4 Good hazard scenarios describe:

7.4.1 Where it is happening (environment),

7.4.2 Who or what it is happening to (exposure),

7.4.3 What precipitates the hazard (trigger),

7.4.4 The outcome that would occur should it happen (consequence) and

7.4.5 Any other contributing factors.

7.5 Use the risk assessment form at the end of this policy to organize your information to provide these details.

7.6 Rarely is a hazard a simple case of one singular cause resulting in one singular effect.

7.7 More frequently, many contributing factors tend to line up in a certain way to create the hazard.

8 Hazard Scenario

8.1 In the metal shop (environment), while clearing a snag (trigger), a worker's hand (exposure) comes into contact with a rotating pulley. It pulls his hand into the machine and severs his fingers (consequences) quickly.

8.2 To perform a risk assessment, you would ask:

8.2.1 What can go wrong?

8.2.1.1 The worker's hand could come into contact with a rotating object that "catches" it and pulls it into the machine.

8.2.2 What are the consequences?

8.2.2.1 The worker could receive a severe injury and lose fingers and hands.

8.2.3 How could it happen?

8.2.3.1 The accident could happen as a result of the worker trying to clear a snag during operations or as part of a maintenance activity while the pulley is operating. Obviously, this hazard scenario could not occur if the pulley is not rotating.

8.2.4 What are other contributing factors?

8.2.4.1 This hazard occurs very quickly. It does not give the worker much opportunity to recover or prevent it once his hand comes into contact with the pulley.

8.2.4.2 This is an important factor, because it helps you determine the severity and likelihood of an accident when selecting appropriate hazard controls. Unfortunately, experience has shown that training is not very effective in hazard control when triggering events happen quickly because humans can react only so quickly.

8.2.5 How likely is it that the hazard will occur?

8.2.5.1 This determination requires some judgment. If there have been “near-misses” or actual cases, then the likelihood of a recurrence would be considered high. If the pulley is exposed and easily accessible, that also is a consideration. In the example, the likelihood that the hazard will occur is high because there is no guard preventing contact, and the operation is performed while the machine is running. By following the steps in this example, you can organize your hazard analysis activities.

8.3 The examples that follow show how a risk assessment can be used to identify the existing or potential hazards for each basic step involved in grinding iron castings.

8.4 Grinding Iron Castings:

8.4.1 Job Steps:

8.4.1.1 Step 1. Reach into metal box to right of machine, grasp casting, and carry to wheel.

8.4.1.2 Step 2. Push casting against wheel to grind off burr.

8.4.1.3 Step 3. Place finished casting in box to left of machine.

9 Risk Assessment

9.1 It is a requirement of Kateri Powerline Solutions LLC that all risks/hazards must be addressed and mitigated using the corresponding Risk Assessment forms.

9.2 Supervisors and their designees are responsible for completing the risk assessment forms.

9.3 The form is designed to describe:

9.3.1 The task,

9.3.2 The hazard and

9.3.3 How to control the hazard.

10 Hierarchy of Controls

10.1 It is a requirement of Kateri Powerline Solutions LLC that hierarchy of controls must be used to mitigate hazards.

10.1.1 When a hazard is identified, first attempt to eliminate the hazard.

10.1.2 If elimination is not practicable, use engineering controls.

10.1.3 If engineering controls are not practicable, implement administrative controls.

10.1.4 If the hazard cannot be adequately controlled using engineering and/or administrative controls, employees must use Personal Protective Equipment.

10.1.5 A combination of engineering controls, administrative controls, and Personal Protective Equipment is usually best.

10.2 Lessons Learned shall be incorporated into the risk assessment process using plan-do-check-act.

11 Risk Assessment Form

Risk Assessment Form				Risk Level:	
Job Location:	Metal Shop	Date:		Analyst:	Jon Manikateri

Task Description:

Worker reaches into metal box to the right of the machine, grasps a 15-pound casting and carries it to grinding wheel. Worker grinds 20 to 30 castings per hour.

Hazard Description:

Picking up a casting, the employee could drop it onto his foot. The casting's weight and height could seriously injure the worker's foot or toes.

Hazard Controls:

1. Remove castings from the box and place them on a table next to the grinder.

2. Wear steel-toe shoes with arch protection.

3. Change protective gloves that allow a better grip.

4. Use a device to pick up castings.

	Kateri Powerline Solutions LLC	
	Risk Assessment (Identification of Hazards)	Reference: www.OSHA.gov
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

Risk Assessment Form				Risk Level:	
Job Location:	Metal Shop	Date:		Analyst:	Jon Manikateri

Task Description:

Worker reaches into metal box to the right of the machine, grasps a 15-pound casting and carries it to grinding wheel. Worker grinds 20 to 30 castings per hour.

Hazard Description:

Castings have sharp burrs and edges that can cause severe lacerations.

Hazard Controls:

1. Use a device such as a clamp to pick up castings.

2. Wear cut-resistant gloves that allow a good grip and fit tightly to minimize the chance that they will get caught in grinding wheel.

	Kateri Powerline Solutions LLC	
	Risk Assessment (Identification of Hazards)	Reference: www.OSHA.gov
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

Risk Assessment Form				Risk Level:	
Job Location:	Metal Shop	Date:		Analyst:	Jon Manikateri

Task Description:

Worker reaches into metal box to the right of the machine, grasps a 15-pound casting and carries it to grinding wheel. Worker grinds 20 to 30 castings per hour.

Hazard Description:

Reaching, twisting, and lifting 15-pound castings from the floor could result in a muscle strain to the lower back.

Hazard Controls:

1. Move castings from the ground and place them closer to the work zone to minimize lifting. Ideally, place them at waist height or on an adjustable platform or pallet.

2. Train workers not to twist while lifting and reconfigure work stations to minimize twisting during lifts.

12 Risk Analysis Matrix

Consequences

Likelihood

Risk Analysis Matrix	Insignificant (1) No injuries – minimal financial loss	Minor (2) First aid treatment – medium financial loss	Moderate (3) Medical treatment – high financial loss	Major (4) Hospital – large financial loss	Catastrophic (5) Death – massive financial loss
Almost certain (5) Often occurs - once a week	Moderate (5)	High (10)	High (15)	Catastrophic (20)	Catastrophic (25)
Likely (4) Could easily happen – once a month	Moderate (4)	Moderate (8)	High (12)	Catastrophic (16)	Catastrophic (20)
Possible (3) Could happen or known it to happen – once a year	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2) Hasn't happened yet but could – once every 10 years	Low (2)	Moderate (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1) Conceivable but only on extreme circumstances – once in 100 years	Low (1)	Low (2)	Low (3)	Moderate (4)	Moderate (5)

	Kateri Powerline Solutions LLC	
	Risk Assessment (Identification of Hazards)	Reference: www.OSHA.gov
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CHAPTER 39

1 Short Service Employee (SSE) Program

1.1 The Short Service Employee (SSE) program applies to employees who have less than six months service with Kateri Powerline Solutions LLC or craft.

1.2 The purpose of the program is to ensure that these contractor employees have an initial orientation of safety requirements prior to performing work under direct on-site supervision of a designated contractor employee who also serves as a mentor/trainer.

1.3 Kateri Powerline Solutions LLC has developed the following policy on Short Service Employees to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Employee orientation, Awareness training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, eye & ear.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 It is the policy of Kateri Powerline Solutions LLC that an initial employee orientation is required before performing work on locations.

4.2 Orientation must be conducted by the person-in-charge and will include the following:

4.2.1 Management Safety Commitment,

4.2.2 General Safety Rules (and obtain signature),

4.2.3 General requirements for personal protective equipment,

4.2.4 Injury reporting and medical follow-up procedures,

4.2.5 Review regulatory and job skills training specific to immediate job tasks,

4.2.6 Required participation in safety meetings and pre-job and JSA process,

4.2.7 Site-specific orientation presented by the SSE Mentor.

4.2.7.1 Minimum site-specific orientation will include operations overview, emergency action plan, facility sign-in and sign-out, hazard identification and reporting, SDS information, H2S if applicable, etc.

4.3 Short Service Employees (SSE's) will be kept to a minimum on a work location at any given time.

5 Short Service Employee (SSE) Guideline

5.1 Prior to starting work, Kateri Powerline Solutions LLC shall notify the host facility (project coordinator, contractor contact, and/or on-site supervisor) if Short Service Employees are present on work crews.

5.2 An SSE may only work under the direct on-site supervision of a designated contractor employee who, as one of his or her duties, serves as a mentor/trainer in safety for the SSE. Never Alone.

5.2.1 An exception to the mentor/trainer requirement may be granted for non-gang related activities (e.g., welders, heavy equipment operator, truck drivers, etc.) To be eligible for an exception, the employee must have a high level of previous work experience in the same job family.

5.2.2 An exception may also be granted for a supervisor with a high level of previous work experience in the same job family.

5.2.2.1 The exception request must be submitted in writing and approved by management.

5.3 The contractor person-in-charge must notify the company representative of a SSE working on Kateri Powerline Solutions LLC's premises and provide documentation on the Short Service Employee.

5.3.1 Required approval must be received prior to the individual starting work.

5.4 SSE's must be easily identified while on our locations. This can be accomplished by using colored hard hats, reflective hat stickers or bands, vests, or any similar means.

5.4.1 The method used must be communicated with the host client.

5.5 Presence of an SSE will be communicated during morning HSE Meetings and noted on JSA.

5.6 A work crew of less than 5 employees may not have more than one Short Service Employee.

6 Roles and Responsibilities

6.1 The SSE Mentor who is experienced and knowledgeable will be responsible for overseeing orientation, training and observation of SSE during first six months of employment.

6.1.1 The SSE Mentor will coach and supervise work.

6.1.2 The SSE's safety will be of highest priority while learning the new job and unfamiliar tasks.

6.2 Short Service Employees will be monitored for compliance with health, safety, and environmental policies and procedures.

6.2.1 Once the Short Service Employee has demonstrated competency and compliance with HSE policies and procedures, the contractor may remove the hi-visibility identifier.

6.3 The SSE must consult with and listen to the SSE Mentor, and will be responsible for performing work as directed, but always has the responsibility to speak up when and if work is deemed unsafe.

7 Subcontractors

7.1 It is the policy of Kateri Powerline Solutions LLC that subcontractors must manage their Short Service Employees in accordance with the requirements of the Short Service Employee program.

8 General Safety Rules

8.1 It is your RIGHT AND OBLIGATION to prevent or cease work for any reason if you are concerned about safety, unsafe conditions, or hazards.

8.2 You must report promptly to your supervisor any injury you sustain while at work. You are also encouraged to report accident details that did not result in personal injury or property damage, but could have if the circumstances had been different, via the Near Miss Reporting Process.

8.3 NEVER run unless the situation is life threatening.

8.4 NEVER engage in scuffling practical joking, or horseplay on the job.

8.5 Appropriate hearing protection MUST BE WORN in areas where signs are posted warning of excessive noise levels and in areas where equipment is being operated. Hearing protection must also be worn in posted areas that are suspected of temporary excessive noise.

8.6 Safety hard hats MUST be worn on company work sites at all times.

8.7 Everyone MUST wear approved safety glasses at all times while on Company work sites where the potential for eye injury exists. The only exception to this is when special-purpose eye protection is used.

8.8 Steel toe safety boots MUST be worn on company work sites at all times.

8.9 Clothing suited to the work, the weather, and the environment must be worn

8.10 Other PPE such as climbing harness for working at heights, face shield and goggles while grinding, proper gloves, etc. will be utilized as per the hazard assessment for that particular job.

8.11 Your supervisor or the Company person in charge MUST familiarize you with the following on your initial assignment at a work site:

8.11.1 Emergency, fire, and escape procedures (including alarm identification).

8.11.2 Potential for hazardous gases such as H2S.

8.11.3 Location of survival craft (capsules or other types).

8.11.4 Emergency, abandon platform, and man overboard alarms. (Note: Items above are offshore specific.)

9 General Safety Rules Certification

9.1 This is to certify that I have received a copy of the company's General Safety Rules. I have read the rules and understand the contents and agree to abide by these rules.

9.2 Also, I agree to visit with my supervisor and understand other applicable safety rules which apply to the specific work I will be performing on company's job sites and premises.

9.3 I understand that by safety and the safety of others is my #1 responsibility.

9.4 I will not take action until I understand the safe way to perform the tasks assigned to me.

9.5 I agree to speak up and as necessary stop any job I recognize as unsafe.

Date:	
Name (print):	
Signature:	
Driver License #	
Employer's Name:	

CHAPTER 40

1 Spill Prevention & Response Program

1.1 Oil spill cleanup workers can face potential hazards from oil byproducts, dispersants, detergents and degreasers.

1.2 Drowning, heat illness, falls, as well as encounters with insects, snakes and other wild species native to the impacted areas.

1.3 Kateri Powerline Solutions LLC has developed the following policy on Spill Prevention and Response to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, spill kit, hazmat suits, hard hats, safety goggles, respirators.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve the risk of spilled material.

4.2 The training will cover:

4.2.1 Proper response procedures for spilled materials,

4.2.2 Materials available for use,

4.2.3 Proper waste disposal and

4.2.4 Communication procedures.

4.3 Employee training should include the processes and materials with which they are working, the safety hazards, the practices for preventing spills, and the procedures for responding properly and rapidly to toxic and hazardous materials incidents.

5 Storage

5.1 It is a requirement of Kateri Powerline Solutions LLC that chemical substances must be stored in proper containers to minimize the potential for a spill.

5.1.1 Whenever possible, chemicals will be kept in closed containers and stored so they are not exposed to stormwater.

5.2 It is a requirement of Kateri Powerline Solutions LLC that good housekeeping practices must be kept in areas where chemicals may be used or stored.

5.2.1 This includes, but is not limited to, clean and organized storage, labeling, and secondary containment where necessary.

6 Spill Response Materials

6.1 Kateri Powerline Solutions LLC will ensure that an adequate spill kit is readily available when required.

6.1.1 Considerations will be made for both the type and quantity of materials.

6.2 Spill kits are generally broken down into three different categories; general purpose, oil and hazmat.

6.3 Material compatibility of the chemicals with the containers and the container with its environment; keeping substances in closed containers and away from potential receiving waters; good housekeeping including neat and orderly storage of chemicals and prompt removal of spillage.

6.4 General Purpose

6.4.1 Is designed for both water-based liquids as well as hydrocarbons.

6.4.2 General purpose spill kits are made with gray absorbents, making them effective for cleaning up water and hydrocarbons.

6.5 Oil Only

6.5.1 Contains white absorbents and is designed to clean up hydrocarbons such as oil and gasoline.

6.5.2 The absorbents found in this kit float on water for more effective cleanup contact with the hydrocarbons.

6.6 Hazmat

6.6.1 Is designed for spills involving highly corrosive acids and solvents.

6.6.2 Hazmat spill kits contain yellow-colored absorbents.

6.7 A material inventory identifying hazardous substances and toxic chemicals should be part of the risk identification and assessment plan and is needed to determine the potential for spills.

7 Spill Response Procedure

7.1 In the event of a fuel, oil, or chemicals spill the following steps should apply:

7.1.1 Stop work, shut down equipment.

7.1.2 Move personnel to safe area.

7.1.3 Identify the substance spilled and refer to SDS for appropriate safety procedures.

7.1.4 Conduct a hazard assessment and implement controls.

7.1.5 Minimize and safely contain spill.

7.1.6 Immediately notify supervisor.

7.1.7 Alarm others if lives are in danger.

7.2 Contain spill by attempting to stop the flow at the source. Use pails, tarpaulins, barrels, dikes or berms immediately once safe to enter spill area. A shallow excavation may be made to contain or stop the flow of the product. Spills adjacent to or on waterways must be cleaned up as quickly as possible to prevent them from entering the water body.

7.3 Once area is safe and spill has been contained start clean up. Sorbent materials may be used to both contain and cleanup spilled material. Ensure traffic is minimized on and around contaminated areas. The use of a vacuum truck may be appropriate to skim off contaminates.

7.4 Notification of a discharge must be reported to appropriate personnel to initiate immediate action, formal written reports for review and evaluation by management, and notification as required by law to governmental and environmental agencies.

7.5 **Clean up Materials and Tools**

7.5.1 Spill pads, absorbent materials (warehouse, trucks).

7.5.2 Shovels.

7.5.3 Sand, dirt etc.

7.5.4 Personnel.

7.5.5 Pails, tarpaulins, barrels.

7.5.6 Safety gloves and goggles.

7 Spill Response Procedures Continued

7.6 **Waste Handling**

7.6.1 If unsure of waste disposal requirements, ask.

7.6.2 Remove waste material from spill site only with consent of supervisor.

7.6.3 Documentation is required for removal of waste by the Person-in-Charge of the spill (oil, fuel or chemicals are not domestic waste).

7.6.4 If using barrels for storage of waste ensure barrels are empty and bungs are in.

7.6.5 Clearly mark the barrel or container of what residue or waste is inside.

7.6.6 Once spilled material is cleaned up they will be incinerated, if safe to do so, or disposed of at an approved waste facility. (Km 90 Nuisance Grounds)

7.7 **Large Spills**

7.7.1 A command and control center may be needed.

7.7.2 Temporary access roads may be needed.

7.7.3 Establish Zones may be needed. (i.e.: Hot Zone downwind first)

7.8 **Liquid Spill**

7.8.1 Minor Leak 100ft (30m)

7.8.2 Small Leak 400ft (125m)

7.8.3 Large Leak 1,200ft (375m)

7.8.3.1 Record names and functions of all personnel on site.

7.8.3.2 Establish an evacuation area.

7.8.3.3 Implement a safety indoctrination procedure for spill site.

7.8.3.4 Establish a communication system.

7.8.3.5 Set up 24 hour supervision of site.

7 Spill Response Procedures Continued

7.9 Note: For Fuel or hydraulic spills the threshold limit is 100 liters.

7.9.1 When reporting a spill of 100 liters or more, the person reporting the spill shall provide the following:

7.9.1.1 Date and time of spill.

7.9.1.2 Direction spill is moving (or if it has stopped).

7.9.1.3 Name and phone number of persons close to the location of the spill.

7.9.1.4 Type of containment spilled and quantity spilled.

7.9.1.5 Cause of spill.

7.9.1.6 Whether the spill is continuing or has stopped.

7.9.1.7 Description of the existing containment.

7.9.1.8 Actions taken to recover, clean-up and dispose of spilled containment.

7.9.1.9 Name, address and phone number of person reporting the spill.

7.9.1.10 Name of the person in charge of management or control at the time of the spill.

7.10 Spill Kits will be available and carried in equipment and vehicles, which will contain sorbent material, a disposable container, safety gloves and goggles, and a shovel.

7.11 Extra spill kits and materials will be available to contain larger spills and be stored at camp and storage locations Sorbent material to be carried in vehicles and equipment.

7.12 Vehicles and equipment 10 pads and 2 socks.

7.13 Fuel and service trucks 200 pads and 12 socks.

8 Emergency Contact List

Name or Agency	Phone Number
Jon Manikateri	406-260-1383

9 Recommended Spill Response Actions

9.1 In the event of a spill or release of the waste in other than the disposal facility, the driver and crew will take the following actions: [Note: Adapt the following information to your needs based upon your operations and the type of waste(s) hauled.]

9.1.1 Render first aid, if necessary.

9.1.2 Make emergency notifications using the emergency telephone contact list (below).

9.1.3 Quickly gather and safeguard all SDSs, waste profiles and special waste manifests.

9.1.4 Make initial assessments regarding spill. Has waste spilled into or near a watercourse or drainage? Has the waste created a traffic hazard? Are there immediate dangers to human health, such as inhalation of asbestos or toxic ash due to windy conditions or likelihood of fire due to fuel leakage?

9.1.5 Place emergency triangles, flags or flares, as appropriate.

9.1.6 Evacuate upwind if necessary. Otherwise proceed…

9.1.7 If the weather is inclement, use the tarping or plastic sheeting and/or the absorbent material from the clean up kit to prevent run-off or fugitive emissions.

9.1.8 If spill is minor, don necessary PPE and use clean up kit items to sweep and/or shovel spilled waste back into truck or into the spare bag or container kept in the clean up kit. If the spilled waste is sludge or infectious waste (or otherwise requires disinfection due to pathogens), decontaminate the ground and equipment with the bleach and water solution. If the spill involves asbestos waste, use water mister to lightly wet and consider using the tarp or plastic sheeting. Be sure to place all used PPE into a plastic bag for disposal or cleaning.

9.1.9 If the spill is major and can not be safely or effectively cleaned up by the driver and/or crew using the spill kit, contact 406-260-1383.

9.1.10 Document the date, time of incident, persons on scene, summary of clean up actions taken, departure time, and any other information deemed relevant on the company's incident report form.

10 Emergency Telephone List

10.1 Fire/Police Response: 911

10.2 "Your Company's" Dispatch/Emergency Notification Number: 406-260-1383

10.3 Other numbers, such as hospitals, large-spill environmental contractors, etc.

11 Clean Up Kit Contents

11.1 The following items will be kept with the truck and readily available to the drivers and/or crew during the transportation of solid waste:

11.1.1 Broom

11.1.2 Shovel

11.1.3 Large tarp (you describe…)

11.1.4 Absorbents (you describe…)

11.1.5 1 or 2 gallon spray container with water (will be 10% bleach and water solution when transporting WWTP sludge)

11.1.6 5 heavy-duty plastic bags

11.1.7 Generic labels (with self-adhesive)

11.1.8 5 extra special waste manifests

11.1.9 1 roll of duct tape

11.1.10 5 incident report forms (attach a copy)

11.1.11 PPE (coveralls, Tyvex suit, Tyvex or rubber booties, latex gloves, leather work gloves, eye protection, steel-toe boots, dust mask/respirator, other PPE as appropriate)

12 Additional Safety-Related Items

12.1 The following safety-related items will be kept with the truck and will be readily available to the drivers and/or crew during the transportation of solid waste:

12.1.1 Communications equipment (cellular telephone, two-way radio)

12.1.2 Flares, triangles, cones

12.1.3 First aid kit

12.1.4 Fire extinguisher

_____

Printed Name

_____ _____

Signature Date

	Kateri Powerline Solutions LLC	
	Stop Work Authority (SWA)	Reference: www.OSHA.gov
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022

CHAPTER 41

1 Stop Work Authority Program

1.1 This program establishes the Stop Work Authority (SWA) of all employees and contractors to suspend individual tasks or group operations when the control of Health, Safety or Environmental (HSE) risk is not clearly recognized or understood and/or equipment service is compromised.

1.2 It is the policy of Kateri Powerline Solutions LLC that:

1.2.1 All employees have the authority and responsibility to stop any task or operation where concerns or questions regarding the control of HSE exist.

1.2.2 No work will resume until all stop work issues and concerns have been effectively addressed and the designated individual with restart authority determines that the imminent risk does not exist or no longer exists.

1.2.3 Any form of retribution or intimidation directed at any team member or company for exercising their authority as outlined in this program will not be tolerated.

1.3 This “stop work” program applies to all Kateri Powerline Solutions LLC projects and operations.

1.4 Kateri Powerline Solutions LLC has developed the following policy on Stop Work Authority (SWA) to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, eye & ear.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Training

4.1 Employees will be trained on Stop Work Authority and the contents of this program prior to beginning work and on an ongoing basis.

4.2 The training will be documented to include:

4.2.1 The employee name,

4.2.2 The dates of training and subject.

5 Key Roles and Responsibilities

5.1 Senior management creates a culture that promotes SWA and supports use of SWA without potential for retribution, supervisors and managers honor SWA requests and resolve before resuming operations, HSE provides training, support, documentation and monitors compliance of SWA program, employees and contractors initiate stop work and support stop work initiated by others.

5.2 Operations managers have a responsibility to accept and support all “stop work” intervention from employees. Management will resolve issues resulting from a team member’s “stop work” concerns and ensure no actions are taken as retribution against team member(s) who raise safety concerns to stop an activity they believe is unsafe. This action of “stop work” will also include any evidence of potential equipment service interruption due to unsafe or undocumented processes (methods of procedure) when performing equipment installations or maintenance.

5.3 Employees have a responsibility and are authorized to “stop work” on any activity or situation they believe danger or a risk is present to them or a coworker without fear of retribution from management. The “stop work” may include discussion with other employees or management or - Safety Coordinator to resolve work related issues, address potential unsafe conditions, and/or clarify work instructions, etc.

5.4 The Safety Coordinator is responsible for monitoring compliance with the requirements of this program, the maintenance of associated documents, processes, training materials, identification of trends, and sharing of lessons learned.

6 Stop Work Authority Procedure

6.1 Employees who identify a potentially unsafe condition or act which could result in an undesirable event, a “stop work” intervention must be immediately initiated for the individual(s) and/or equipment potentially at risk. All potential unsafe condition or acts must be documented on a Job Safety Analysis Card (JSA/STAC) card. The card must be completed daily at the beginning of every job to identify all potential unsafe condition or issues.

6.2 The team member who identified the “stop work” incident will notify all affected employees and their Operations Manager of the stop work issue.

6.3 All employees will discuss and gain agreement on the “stop work” issue.

6.4 Resolve any issues that have resulted in the “stop work”. The issue resolution or corrective action must be discussed with all employees, including manager, and be in place before return to work.

6.5 If employees cannot provide a resolution to the “stop work”, then work will be suspended until a resolution can be achieved. The operation manager must make the final determination on the corrective action and provide the go-ahead to continue.

6.6 All corrective actions on job “stop work” incidence when finalized must be documented. The team member(s) must use the Incident Reporting form for this process.

6.7 All Stop Work Authority occurrences should be documented to evaluate effectiveness of the program and identify areas for improvement.

7 Reporting

7.1 All "stop work" concerns must be documented as a "near miss" report. Employees must use the Incident Reporting policy form for reporting purposes. The report must be reviewed by the management and front line supervisors in order to:

7.1.1 Identify the "stop work" incident,

7.1.2 Notify and report to affected employees and Operations Manager,

7.1.3 Provide corrective action to job stoppage,

7.1.4 Resume work after issues has been resolved and cleared to proceed

7.1.5 Facilitate lessons learned with employees.

7.2 The Safety Coordinator will publish incident details regarding the "stop work" action to the Operations Manager and all employees outlining the issue, corrective action, and lessons learned.

7.3 No retribution will follow a stop work action initiated in good faith even if it is deemed unnecessary.

8 Follow-Up

8.1 Management will review all "stop work" reports within one week in order to identify any additional investigation or follow-up required.

8.2 The report will be used as part of "lessons learned". Operation Managers will provide the root cause analysis to the "stop work" action and identify any potential opportunities for improvement, encourage team member's participation, and share lessons learned.

8.3 It is the desired outcome of any Stop Work Intervention that the identified safety concern(s) have been addressed to the satisfaction of all involved persons prior to the resumption of work. Most issues can be adequately resolved in a timely manner at the job site, occasionally additional investigation and corrective actions may be required to identify and address root causes.

9 Employee Acknowledgement

9.1 I have read and understand the Stop Work Authority policy and understand that I have the authority and obligation to Stop Work.

9.1.1 Employee Name:_____

9.1.2 Signature:_____

9.1.3 Date:_____

10 Stop Work Authority Several Step Process

10.1 Stop - when an employee perceives conditions or behaviors that pose imminent danger, he or she must immediately initiate a stop work intervention.

10.2 Notify - notify affected personnel and supervision of the stop work action.

10.3 Investigate - affected personnel will discuss the situation and come to an agreement on the stop work action.

10.4 Correct - Corrective actions will be made according to the corrections agreed upon in the investigation.

10.5 Resume - All affected employees will be notified of what corrective actions were implemented and work will recommence by personnel with restart authority.

10.6 Follow Up - A root cause analysis to the stop work will be completed to identify any potential opportunities for improvement.

CHAPTER 42

1 Subcontractor Management Program

1.1 The Subcontract Management Plan (SMP) describes the process used to select subcontractors and manage them efficiently.

1.2 The SMP combines the concerns of requirements management, project planning, project tracking, and project oversight for basic management control, along with necessary coordination of quality assurance and configuration management, and applies this control to the subcontractor as appropriate.

1.3 Kateri Powerline Solutions LLC has developed the following policy on Subcontractor Management to ensure the safety of our employees/contractors and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, eye & face.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

4 Subcontractor Pre-qualification

4.1 It is a requirement of Kateri Powerline Solutions LLC that subcontractors must go through the qualification process by filling out the attached questionnaire.

4.2 Safety programs, safety training documents, TRIR, EMR, DART, Fatality Rate will be used as criteria for selecting our subcontractors.

4.3 Subcontractors will be included in all:

4.3.1 Pre-job safety orientations and pre-job meetings,

4.3.2 Tailgate safety meetings, job safety analysis or hazard assessments, and on the job safety inspections.

4.3.3 The designated safety coordinator of the subcontractor will be notified in advance of such meetings to ensure attendance.

4.3.4 Material will be saved for those not in attendance.

4.4 Post-job safety performance reviews will be conducted on subcontractors.

5 Subcontractor Management Questionnaire

Project Name:				
Sub-Contractor Name:				
Sub-Contractor ABN:				
Sub-Contractor Address:		Phone:		
Sub-Contractor Safety Representative:				
Contract Description:				
Location of Works:				
Project Officer				
Timing of Works (approximate):	**Start date:**		**End date:**	

5.1 Safety Policy

5.1.1 Please state your safety policy below or attached as a separate document.

5.2 Responsibilities

5.2.1 State what responsibilities persons have when working on site.

5.2.2 It must be stated who is responsible for the safety on site, if a safety Officer is appointed and also if a committee is required.

5 Subcontractor Management Questionnaire Continued

5.3 Scope and Construction Activity Details

List Major Activities:

5.4 Hazard & Risk control register

5.4.1 List the hazards of the works, what the risks are associated with those Hazards and what control measure will be put into place to reduce the risks, this should be done using the Hierarchy of Control.

Hazard	Control

5.5 First Aid and Injury Management

5.5.1 Describe any specific Injury Management processes for this contract, including reporting when required.

5.6 Emergency Procedures

5.6.1 Identify emergency procedures.

5 Subcontractor Management Questionnaire Continued

5.7 Public Protection

5.7.1 Describe the plans / controls to protect the public and student for work activities.

5.8 Incident reporting and investigation

5.9 All subcontractors must report to the company all incidents and accidents in a prompt and timely manner.

5.10 Subcontractors involved in any incident or accident must perform an incident investigation, identify root causes and causal factors, develop corrective actions, and have a methodology for determining the effectiveness of the corrective actions.

5.10.1 Describe how incidents will be reported, recorded and investigated and how you will report it.

5.10.2 You also must describe how you will advise if a OSHA inspector has visited your worksite.

5.11 Sign Off

5.11.1 The plan must be signed by a senior person in the organization.

Signature Date

CHAPTER 43

1 Trenching, Shoring & Excavations Program

1.1 OSHA defines an excavation as any man-made cut, cavity, trench, or depression in the Earth's surface formed by earth removal.

1.2 A trench is defined as a narrow excavation (in relation to its length) made below the surface of the ground. In general, the depth of a trench is greater than its width, but the width of a trench (measured at the bottom) is not greater than 15 feet (4.6 m).

1.3 Trenching and excavation work presents serious hazards to all workers involved.

1.3.1 Cave-ins pose the greatest risk and are more likely than some other excavation-related incidents to result in worker fatalities.

1.3.2 One cubic yard of soil can weigh as much as a car.

1.3.3 An unprotected trench can lead to death.

1.4 It is a requirement of Kateri Powerline Solutions LLC that workers enter trenches only after adequate protections are in place to address cave-in hazards.

1.5 Other potential hazards associated with trenching work include falling loads, hazardous atmospheres, and hazards from mobile equipment.

1.6 Kateri Powerline Solutions LLC has developed the following policy on Trenching, Shoring and Excavations to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Kateri Powerline Solutions LLC works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, eye & ear.

3 Competent Person

3.1 Jon Manikateri is the competent person responsible for the program.

3.2 Jon Manikateriis the person responsible and capable of identifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous or dangerous to workers, and is authorized to take prompt corrective measures to eliminate them.

3.3 Under the Excavation standards, tasks performed by the competent person include:

3.4 Inspect excavations/trenches daily,

3.5 Classifying soil,

3.6 Inspecting protective systems,

3.7 Designing structural ramps,

3.8 Monitoring water removal equipment and

3.9 Conducting site inspections.

4 Training

4.1 Training will be provided by Kateri Powerline Solutions LLC for employees whose job activities involve Trenching, Shoring and Excavations.

5 Soil Classification

5.1 Some of the compliance methods permitted under the Excavation standards require a competent person to classify soil and rock deposits as:

5.1.1 Stable rock,

5.1.2 Type A soil,

5.1.3 Type B soil or

5.1.4 Type C soil.

5.2 Stable Rock – Natural solid mineral matter that can be excavated with vertical sides and remain intact while exposed.

5.3 Type A

5.3.1 Cohesive soils with an unconfined compressive strength of 1.5 tons per square foot (tsf) (144 kPa) or greater. Examples include: clay, silty clay, sandy clay, and clay loam. Certain conditions preclude soil from being classified as Type A. For example, no soil is Type A if it is fissured or has been previously disturbed.

5.4 Type B

5.4.1 Includes cohesive soil with an unconfined compressive strength greater than 0.5 tsf (48 kPa) but less than 1.5 tsf (144 kPa) and granular cohesion less soils (such as angular gravel, similar to crushed rock, silt, silt loam, sandy loam, and, in some cases, silty clay loam and sandy clay loam).

5.5 Type C

5.5.1 Cohesive soil with an unconfined compressive strength of 0.5 tsf (48 kPa) or less, granular soils (including gravel, sand, and loamy sand), submerged soil or soil from which water is freely seeping, submerged rock that is not stable, or material in a sloped, layered system where the layers dip into the excavation or with a slope of four horizontal to one vertical (4H:1V) or steeper.

5.5.1.1 Note: Unconfined compressive strength means the load per unit area at which a soil will fail in compression. It can be determined by laboratory testing or estimated in the field using a pocket penetrometer, thumb penetration tests, or other methods.

5.6 Soil classifications shall be determined by testing and that protective systems be designed based on soil classifications.

6 Call Before You Dig

6.1 Prior to starting work, it is a requirement of Kateri Powerline Solutions LLC that 811 must be called to determine the approximate location(s) of utility and underground installations.

6.1.1 Including sewer, telephone, fuel, electric, and water lines.

6.2 Contact and notify the utility companies or owners involved to inform them of the proposed work within established or customary local response times.

6.3 Ask the utility companies or owners to establish the location of underground installations prior to the start of excavation work. If they cannot respond within 24 hours (unless the period required by state or local law is longer) or cannot establish the exact location of the utility installations, employers may proceed with caution, which includes using detection equipment or other acceptable means to locate utility installations.

6.4 Determine the exact location of underground installations by safe and acceptable means when excavation operations approach the approximate location of the installations.

6.5 Ensure that while the excavation is open, underground installations are protected, supported or removed as necessary to safeguard workers.

7 Access and Egress

7.1 It is a requirement of Kateri Powerline Solutions LLC that devices such as including ladders, steps, ramps, or other safe means of exit will be provided for the safe access and egress to all excavations for employees working in trench excavations 4 feet (1.22 meters) or deeper.

7.1.1 Ramps, ladders, stairs, etc, must have the means of egress within 25 feet of lateral travel for employees.

7.1.2 There must be a clear path of no more than 25 feet for a worker to exit the excavation.

7.2 In the instance that workers any be exposed to traffic barricades/barriers will be erected.

7.2.1 Employees must wear the provided reflective safety vests.

8 General Trenching and Excavation Rules

8.1 Keep heavy equipment away from trench edges.

8.2 Identify other sources that might affect trench stability.

8.3 Keep excavated soil (spoils) and other materials at least 2 feet (0.6 meters) from trench edges.

8.4 Know where underground utilities are located before digging.

8.5 Test for atmospheric hazards such as low oxygen, hazardous fumes and toxic gases when > 4 feet deep.

8.6 Inspect trenches at the start of each shift.

8.7 Inspect trenches following a rainstorm or other water intrusion.

8.8 Do not work under suspended or raised loads and materials.

8.9 Employees shall not work under loads of lifting or digging equipment. Employees are required to stand away from any vehicle being loaded or unloaded to avoid being struck by any spillage or falling materials.

8.10 Inspect trenches after any occurrence that could have changed conditions in the trench.

8.11 Ensure that personnel wear high visibility or other suitable clothing when exposed to vehicular traffic.

9 Atmospheric Testing

9.1 Prior to entry and periodically during operation atmospheric testing will be conducted for contaminants such as oxygen and flammable gases.

10 Protective Systems

10.1 Employees will be protected from water accumulation using shields.

10.2 Employees shall not work in excavations in which there is accumulated water, or in excavations in which water is accumulating, unless adequate precautions have been taken to protect affected company employees against the hazards posed by water accumulation.

10.3 The precautions necessary to protect affected employees adequately, vary with each situation, but could include special support or shield systems to protect from cave-ins, water removal to control the level of accumulating water, or use of a safety harness and lifeline.

10.4 If water is controlled or prevented from accumulating by the use of water removal equipment, the water removal equipment and operations must be monitored by a competent person to ensure proper operation.

10.5 This program requires that if excavation work interrupts the natural drainage of surface water (such as streams), diversion ditches, dikes, or other suitable means shall be used to prevent surface water from entering the excavation and to provide adequate drainage of the area adjacent to the excavation.

10.6 Excavations subject to runoff from heavy rains will require an inspection by a competent person.

10.7 Protective systems will be inspected by a competent person before work begins.

10.8 There are different types of protective systems.

10.8.1 Benching means a method of protecting workers from cave-ins by excavating the sides of an excavation to form one or a series of horizontal levels or steps, usually with vertical or near-vertical surfaces between levels.

10.8.1.1 Benching cannot be done in Type C soil.

10.8.2 Sloping involves cutting back the trench wall at an angle inclined away from the excavation. Shoring requires installing aluminum hydraulic or other types of supports to prevent soil movement and cave-ins.

10.8.3 Shielding protects workers by using trench boxes or other types of supports to prevent soil cave-ins. Designing a protective system can be complex because you must consider many factors: soil classification, depth of cut, water content of soil, changes caused by weather or climate, surcharge loads (e.g., spoil, other materials to be used in the trench) and other operations in the vicinity.

10.9 Guardrails will be utilized on crossings or walkways at heights of six feet or more above the lower level.

10.10 Each employee in an excavation will be protected from cave-ins by an adequate protective system designed except when:

10.10.1 Excavations are made entirely in stable rock or

10.10.2 Excavations are less than 5 feet (1.52 m) in depth and examination of the ground by a competent person provides no indication of a potential cave-in.

10.11 Protective systems will have the capacity to resist without failure all loads that are intended or could reasonably be expected to be applied or transmitted to the system.

10.12 Adequate protection shall be provided to protect employees from loose rock or soil or excavated or other materials or equipment that could pose a hazard by falling or rolling from into excavations.

11 Design of Sloping and Benching Systems

11.1 The slopes and configurations of sloping and benching systems will be selected and constructed as follows:

11.1.1 Option (1) - Allowable configurations and slopes.

11.1.1.1 Excavations will be sloped at an angle not steeper than one and one-half horizontal to one vertical (34 degrees measured from the horizontal), unless one of the other options listed below.

11.1.1.2 Slopes will be excavated to form configurations that are in accordance with the slopes shown for Type C soil.

11.1.2 Option (2) - Determination of slopes and configurations. Maximum allowable slopes, and allowable configurations for sloping and benching systems, will be determined in accordance with the conditions and requirements set forth.

11.1.3 Option (3) - Designs using other tabulated data.

11.1.3.1 Designs of sloping or benching systems will be selected from and in accordance with tabulated data, such as tables and charts.

11.1.3.2 The tabulated data will be in written form and will include all of the following:

11.1.3.2.1 Identification of the parameters that affect the selection of a sloping or benching system drawn from such data,

11.1.3.2.2 Identification of the limits of use of the data, to include the magnitude and configuration of slopes determined to be safe,

11.1.3.2.3 Explanatory information as may be necessary to aid the user in making a correct selection of a protective system from the data.

11.1.3.2.4 At least one copy of the tabulated data which identifies the registered professional engineer who approved the data, will be maintained at the jobsite during construction of the protective system. After that time the data may be stored off the jobsite, but a copy of the data will be made available to the Secretary upon request.

11.1.4 Option (4) - Design by a registered professional engineer.

11.1.4.1 Sloping and benching systems not utilizing Option (1) or Option (2) or Option (3) will be approved by a registered professional engineer.

11.1.4.2 Designs will be in written form and will include at least the following:

11.1.4.2.1 The magnitude of the slopes that were determined to be safe for the particular project,

11.1.4.2.2 The configurations that were determined to be safe for the particular project,

11.1.4.2.3 The identity of the registered professional engineer approving the design.

11.1.4.3 At least one copy of the design will be maintained at the jobsite while the slope is being constructed. After that time the design need not be at the jobsite, but a copy will be made available to the Secretary upon request.

12 Materials and equipment

12.1 Materials and equipment used for protective systems must be free from damage or defects that might impair their proper function.

12.2 Manufactured materials and equipment used for protective systems must be used and maintained in a manner that is consistent with the recommendations of the manufacturer, and in a manner that will prevent employee exposure to hazards.

12.3 When material or equipment that is used for protective systems is damaged, a competent person will examine the material or equipment and evaluate its suitability for continued use. If the competent person cannot assure the material or equipment is able to support the intended loads or is otherwise suitable for safe use, then such material or equipment will be removed from service, and will be evaluated and approved by a registered professional engineer before being returned to service.

13 Installation and Removal of Support

13.1 Members of support systems will be securely connected together to prevent sliding, falling, kickouts, or other predictable failure.

13.2 Support systems will be installed and removed in a manner that protects employees from cave-ins, structural collapses, or from being struck by members of the support system.

13.3 Individual members of support systems will not be subjected to loads exceeding those which those members were designed to withstand.

13.4 Before temporary removal of individual members begins, additional precautions will be taken to ensure the safety of employees, such as installing other structural members to carry the loads imposed on the support system.

13.5 Removal will begin at, and progress from, the bottom of the excavation. Members will be released slowly so as to note any indication of possible failure of the remaining members of the structure or possible cave-in of the sides of the excavation.

13.6 Backfilling will progress together with the removal of support systems from excavations.

14 Support Systems for Trench Excavations

14.1 Excavation of material to a level no greater than 2 feet (.61 m) below the bottom of the members of a support system will be permitted, but only if the system is designed to resist the forces calculated for the full depth of the trench, and there are no indications while the trench is open of a possible loss of soil from behind or below the bottom of the support system.

14.2 Installation of a support system will be closely coordinated with the excavation of trenches.

14.3 Sloping and benching systems. Employees will not be permitted to work on the faces of sloped or benched excavations at levels above other employees except when employees at the lower levels are adequately protected from the hazard of falling, rolling, or sliding material or equipment.

15 Shield Systems

15.1 Shield systems will not be subjected to loads exceeding those which the system was designed to withstand.

15.2 Shields will be installed in a manner to restrict lateral or other hazardous movement of the shield in the event of the application of sudden lateral loads.

15.3 Employees will be protected from the hazard of cave-ins when entering or exiting the areas protected by shields.

15.4 Employees will not be allowed in shields when shields are being installed, removed, or moved vertically.

16 Inspections

16.1 Daily inspections of excavations, the adjacent areas, and protective systems must be made by a competent person for:

16.1.1 Evidence of possible cave-ins,

16.1.2 Failure of protective systems,

16.1.3 Hazardous atmospheres, or

16.1.4 Other hazardous conditions.

16.2 An inspection must be conducted by the competent person prior to the start of work and as needed throughout the shift.

16.3 Inspections must also be made after every rainstorm or other hazard increasing occurrence.

16.4 Where the competent person finds evidence of hazardous conditions, employees must be removed from the area until the necessary precautions have been taken.

	Kateri Powerline Solutions LLC	
		Reference:
	Safety Coordinator	Jon Manikateri
	Phone Number	406-260-1383
	Revision Date	7/25/2022