



Project: \_\_\_\_\_  
 Subcontractor: \_\_\_\_\_  
 Employee Name: \_\_\_\_\_  
 Date: \_\_\_\_\_

# Site Employee Safety Orientation

Please initial each safety areas to indicate your understanding

General:

- Know location of the project safety bulletin board
- Follow safety standards associated with OSHA, NIOSH, Corps of Engineers EM-385-I-I as applicable
- Attend weekly TAW Site Safety Training and Daily 5X3 Safety Huddles.
- Report immediately to the site supervisor any unsafe or unsanitary conditions
- **Accidents and near misses must be reported to TAW Supervision Team immediately. Under no circumstances are you to leave the work area prior to reporting and completing an accident document for TAW.**
- Report property damage immediately to supervisor
- No radios/headphones permitted while working
- Personal cell phone not used in work areas; cell phones for project use only
- Park only in designated areas
- No work unless SSHO on site
- Maintain sanitary conditions: toilet areas/sanitary washing station; no improper use; no graffiti
- Water/cups/disposal provided by subcontractor
- Follow tobacco use rules of site/facility
- All employees maintain and abide by barricaded, danger, caution areas

Medical Care:

- Project first aid kits/stations located in TAW trailer or subcontractor location
- **Accidents will be reported to TAW Supervision immediately. Documentation submitted within 1 hour. Substance test results submitted prior to return to project as per OSHA standards, site rules**

Prohibited:

- Prohibited from possessing and/or working under influence of alcohol/drugs,
- Prohibited from bringing weapons or explosives onto company property or jobsites
- Not permitted to work if you are ill or fatigued
- Unruly behavior including profanity is prohibited; harassing/discriminatory behavior is prohibited

Personal Protective Equipment:

- 100% hardhats must be worn, bill facing forward, no accessories unless approved by manufacturer, TAW safety sticker visible
- Eye protection 100%; prescription lenses must meet ANSI with side shields

Personal Protective Equipment (continued):

- Full face shields when grinding, using powder-actuated tools, or performing tasks with debris exposure
- 100% Hand protection/gloves
- 100% Foot protection/work boots with treaded sole, protected toe
- Class II vests or high visibility clothing as approved by TAW Supervision Team
- Appropriate clothing; no loose/frayed clothing, no sweatpants, no shorts. Shirts must have minimum of 4' sleeves
- Follow the Respiratory Protection standards, 29CFR 1910.134
- Task-specific PPE as determined by hazard analysis
- Good hygiene and universal precautions must be practiced

Tools & Equipment:

- Tools, equipment, and extension cords must be inspected daily prior to start
- Tools must be grounded (pin) and appropriate for task and environment

Ladders:

- Only use nonconductive ladders per manufacturer instructions
- Inspect before use
- Never stand above the warning line
- Don't use step ladder like a straight ladder

Scaffolds:

- Prior to work, Competent Person inspects and tags daily
- Controlled Access Zones will be appropriately barricaded

Aerial Lifts & Forklifts:

- Inspect aerial lift/forklift/work area prior to use
- Qualified operator with certification
- Harness and lanyard/seatbelts worn
- Must have working alarm system

Fall Protection:

- Maintain guardrails, safety barricades, and Danger or Caution Tape
- Fall protection at 6' or lower if prevalent hazards



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## \_\_\_\_\_ Fall Protection (continued):

- Barricade holes/openings/ ditches to prevent falling in, through, or off
- Holes/openings-install, secure, label, maintain covers, barricades, warnings
- Fall protection including PFAS inspected daily

## \_\_\_\_\_ Weld/Burn:

- Mandatory eye/face protection when using a flame
- Shield, barricade, warning signage
- Responsible for containing sparks and slag and removing combustibles to prevent fire
- Fire Watch: 30 minutes after last flame of any kind
- Fire extinguisher within 10 feet of flame work
- Follow appropriate procedures concerning cylinders (propane, acetylene, natural gas) storage and use
- Hot Work Permit approved and posted

## \_\_\_\_\_ Emergency Safety:

- Know the emergency warning system and rally point
- Know location of emergency exits
- Know location of fire extinguishers

## \_\_\_\_\_ Hazard Communication:

- Know location of jobsite Safety Data Sheets
- Asbestos/lead/silica exposure; follow protective tasks strategies
- No dry cutting of cement containing products
- Clean up spills immediately
- If encounter non-identified potential hazard, STOP WORK and notify TAW Supervision Team

## \_\_\_\_\_ Confined Space:

- Confined space will be identified, tested, and employee training conducted
- Buddy system

## \_\_\_\_\_ Housekeeping:

- Task-based housekeeping will be practiced; work areas will be clean at all times
- Store materials in orderly manner
- Walking/Work areas: clear of debris and trip hazards

## \_\_\_\_\_ Electrical Safety:

- Electrical cords inspected daily at start of work shift/remove damaged
- Cords cannot pose a trip hazard
- Lockout/Tagout procedures/control of hazardous energy mandatory
- Zero energy state/no hot work policy without approved permit
- Maintain GFCI/assured grounding program

## \_\_\_\_\_ Excavation & Trenching:

- Competent person supervises
- Equipment operator certified
- Trenches are to be inspected prior to entry
- No entry without approval

## \_\_\_\_\_ Client Property:

- Attend all safety orientations, meeting. **Obey all safety rules of company, site, host employer**
- Observe/inspect all work areas prior to proceeding; check with supervisor before proceeding
- Abide by posted non-access areas/zones
- Report all incidents to appropriate personnel
- Refrain from interfering/communicating with build occupants
- Follow site speed limit
- Project may be occupied by owner during phases of work; water, electric, steam, etc will remain active. CAUTION used when working near; cover/protect to reduce hazards

I understand and agree to the safe work practices listed. AHAs will be completed prior to the start of work tasks. AHAs will be reviewed with employees and signed prior to the start of work tasks.

I accept responsibility for working safely, reporting unsafe condition, near misses, and accidents. I understand that I must refuse to perform work tasks in an unsafe manner.

I understand TAW Site Supervision Team has the authority to enforce safety policies/procedures and take corrective/disciplinary action in order to maintain a safe work environment for all employees. In addition to signing this document, I have been given a copy for my records.

**Employee Signature:** \_\_\_\_\_

**Employee Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_