Company: BAIRES CONSTRUCTION CORP

A 20094 ne 15TH CT, Miami FL 33179

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Aerial Lift Safety Plan

Purpose

This written Aerial Lift Safety Plan establishes requirements to be followed whenever any of our employees work with an aerial lift at Baires Construction. These requirements are designed to ensure that procedures are in place to safeguard the safety and health of all employees and to ensure that aerial lift safety training, operation, and maintenance practices are communicated to and understood by affected employees.

We encourage all managers and supervisors, permanent and temporary employees, and contractors at this company to read and understand this Aerial Lift Safety Plan, and we welcome all comments or suggestions for improving it.

Administrative Duties

While we expect our managers and supervisors, employees, contractors, and others working for our company to be committed to our Aerial Lift Safety Plan.

Before these entities begin their responsibilities, our company informs them : QUALIFICATION REQUIREMENTS All aerial lift operators are required to be fully qualified and competent in the operation of each piece of equipment they are required to operate. All New Hire operators are required to: Provide proof of training and or experience valid within one (1) year and pass an examination prior to acceptance or; Successfully complete the Aerial Lift Training Program. (Ref. Section 2.0) Acceptable forms

of proof of training and or experience are: Previous employers' certification card dated; (some facilities do not recognize proof of training from other facilities) Verification of ABC classroom training; Verification of any participating Safety Council classroom training.

Affected Lifts

Our Aerial Lift Safety Plan Administrator maintains a list of all aerial lifts used at Baires Construction Corp that are covered by this plan. The latest list is attached as an appendix to this written plan.

Design and Construction

Aerial lifts covered by this plan meet all design and construction criteria found in Standards 29 CFR 1910.67 and 1926.453 of the Occupational Safety and Health Administration (OSHA) covers the operation of vehicle-mounted elevating and rotating work platforms and aerial lifts. In summary, these standards spell out specific requirements as to the construction, modification, and safe use of the equipment and training of operators. For more information concerning these standards ask the Site Safety Supervisor for assistance or contact the nearest OSHA office.

Hazard Evaluation

A comprehensive hazard evaluation is conducted by management.

During hazard evaluation, Management will determine if qualified: Provide proof of training and or experience valid within one (1) year and pass an examination prior to acceptance or; Successfully complete the Aerial Lift Training Program. (Ref. Section 2.0) Acceptable forms of proof of training and or experience are: Previous employers' certification card dated; (some facilities do not recognize proof of training from other facilities) Verification of ABC classroom training; Verification of any participating Safety Council classroom training. Any necessary corrections will be recorded and dated and performed in adherence to the Modification and Repair and Maintenance sections of this written plan.

Once Name/title of person or department responsible has verified the completion of the hazard evaluation and any related corrections, the aerial lift may be put into service.

Safety and Protective Equipment

Fire Extinguishers

If any activity poses a fire hazard, proper fire extinguishers are kept in the immediate vicinity of each aerial lift. Management is in charge of fire extinguisher selection and maintenance.

Marking

We require that the following signs, labels, and markings be posted conspicuously on or near each aerial lift where those affected will have the best opportunity to see the sign, label, or marking and take precautions or instruction: “no entry”, “hold position” etc.

Management will ensure that signs, labels, and markings are displayed as required, prior to the initial aerial lift operation. This person will also ensure that barricades are in place, as necessary.

Training

It is the policy of Baires Construction to permit only trained and authorized employees to operate, inspect, maintain, or repair aerial lifts at any time. This policy is applicable, but not limited to, both frequent aerial lift operators and those who only occasionally have cause to use them.

Under no circumstances may an employee operate or perform inspections, maintenance, or repair of an aerial lift until he or she has successfully completed this company's respective training program. This includes all new operators and maintenance personnel, regardless of previous experience claimed. The following individuals receive training:

The Aerial Lift Training Program is intended for all operators. This program is generic in nature and is supplemented with manufactures Operating and Safety Handbook and video. The training program consists of:

- OSHA Standards Overview;
- Overview of manufacturers operation manual;
- Viewing of video-tape training film
- Written examination
- Satisfactory check out by a qualified person
- Successful completion of this program requires;
- Classroom instruction;
- Written examination;
- A score of between 80% and 100% will require a review of missed questions,
- if any, and the score corrected to 100%.
- A score of below 80% will require complete retraining and testing.
- Field evaluation.

Discipline

Constant awareness of and respect for aerial lift safety procedures and compliance with all safety rules are considered conditions of employment. Our company reserves the right to issue disciplinary warnings to employees, up to and including termination, for failure to follow the requirements of this Aerial Lift Safety Plan. List or describe procedures

Operating Procedures

Aerial lifts can create certain hazards that only safe operation can prevent. That's why we use operating procedures. Our general operating procedures are provided below:

Aerial Platform Lift Operators Daily Checklist

Name Date Equipment Number:

☐ **Inspection OK**

☐ **Requires Repair**

1. Hydraulic system (Look for leaks)
2. Basket Condition (Look for loose objects or damage)
3. Fuel Supply
4. Tire Condition
5. Engine Oil Level
6. Battery Water Level
7. Check ground controls both emergency and with engine running
8. Required Safety Equipment:

□ Fire extinguisher □ Fall Protection □ Respirator if required □ Eye Wash

9. Brakes (Brakes engage when drive lever is in neutral)

10. All switch and control name decals legible

11. Check each function: □ Lift up □ Lift down □ Swing right

□ Swing left

□ Telescope in

□ Telescope out

□ Platform lever up

□ Platform lever down

□ Drive forward

□ Drive reverse

□ Steer right

□ Steer left

□ Check operation of platform controls on

☐ emergency power

Other Unsafe Conditions

If operators suspect a malfunction of an aerial lift or encounter an unsafe condition or hazard, they must cease operation and report it to their immediate supervisor. The lift may not be operated until the condition is corrected, proper training or instruction is obtained as needed, and the supervisor says it is safe to continue.

Aerial Platform Lift Written Classroom Examination

Name:_____ SS #_____

Date:_____ Grade:_____ Instructor:_____

Match the terms with the correct meaning:

Term	Answer	Meaning
Tilt Down		1. Light indicating base is 5 degrees or more out of level-don't swing, raise or scope if out of level.
Tilt Up		2. Arrows used to indicate the basket location to the drive wheels.
Telescope Out		3. Axles that extend, used to stabilize the aerial platform lift.
Telescope In		4. Button used to start the aerial platform lift
Swing Right		5. Control used to extend the boom.
Swing Left		6. Control used to help start the gas engine when it is cold.
Steer Right		7. Control used to kill the aerial platform lift in an emergency.
Steer Left		8. Control used to lift the boom up.
Start Button		9. Control used to lower the basket in an emergency

Outriggers

On/Off Ignition

Maximum Weight Placard

Lift Up

Lift Down

Level Warning
Light

15. Control used to retract the boom.

Forward and
Reverse Arrows

Extending Axles

Engine Speed

Emergency Stop

Emergency
lowering Valve

10. Control used to lower the boom down.

11. Control used to move the aerial platform

12. Control used to move the aerial platform forward.

13. Control used to only rotate the basket left.

14. Control used to only rotate the basket right.

Ground Controls

16. Control used to set the engine speed.

17. Control used to set the speed to which the aerial platform will travel.

18. Control used to swing the boom to the left.

19. Control used to swing the boom to the right.

20. Control used to tilt the basket down.

21. Control used to tilt the basket up.

Drive Speed

22. Control used to turn the aerial platform left when traveling.

Drive Reverse

23. Control used to turn the aerial platform right when traveling.

Drive Forward

24. Control used to turn the ignition on or off.

Deadman Switch

25. Controls used to operate the aerial lift from the ground in case of an emergency.

Choke

26. Controls usually located in the front middle of the basket area.

Basket Rotate

Right

27. Enclosed area where operator controls the aerial platform lift and performs all necessary work from this area.

Basket Rotate

Left

28. Foot switch that must be depressed before any of the controls on the aerial platform lift will operate.

Basket Controls

29. Placard on the aerial platform lift used stating the amount of weight the lift can handle.

Circle the most correct answer:

2. Who may operate an aerial lift?

a) All employees.

b) Only authorized personnel.

c) Skilled craftsman.

d) Your supervisor.

3. What type of fall restraint is required?

a) Body belt.

b) Full body harness with lanyard attached to the boom or basket.

c) None.

d) Anything you want.

4. How many items can be stacked on the floor of the basket?

a) None.

b) Anything up to 500#.

c) Varies with the weight of the personnel.

d) As many as you can get.

5. What is the distance that must be maintained when operating near electrical lines?

a) The width of the basket.

b) Half the elevation of the platform.

c) 10 ft up to 50 kV

d) 50 feet from all powerlines

Answer True or False circle one:

6. A daily checklist must be filled out before operating an aerial platform list.

True or false

7. A ground control is the place you ground electrical circuits on the aerial lift.

True False

8. The operator must keep his/her arms legs and other body parts inside the basket while operating the aerial lift.

True False

Date:_____ Grade:_____ Observer/Instructor:_____

Operation	Satisfactory	Needs Improvement
Performs proper checklist inspection.		
Approaches points properly		
Removes any obstacles in the path of travel		
Slows down at corners or intersections		
Looks where he/she is going		
Travels in reverse properly		
Corners properly		
Starts, stops and performs moves smoothly		
Obeys plant traffic rules		
Demonstrates knowledge of all control functions		
Avoids uneven terrain		
Parks the lift properly		
Operates the aerial lift following all safety rules and regulations that apply.		

Date:_____ Certified by:_____

The above has satisfied all the requirements of the Aerial Lift Operator Qualification Program as listed:

	Instructor Init.	Date
1. Aerial Lift Operator Training Program (If required)	_____	_____
2. Written Examination	_____	_____
3. Operational Field Examination	_____	_____

Qualified to operate aerial platforms of the following size and type:

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Back Safety

PURPOSE

An aggressive Back Safety Program is essential in preventing situations which are capable of causing injury or impairment to the back.

SCOPE

This program applies to all employees and subcontractors working within Company controlled worksites.

APPLICATION

Lifting and carrying heavy loads puts a severe strain on the back, and can result in a disabling back injury if done improperly. Such injuries can be avoided by planning the lift in advance. Here are a few common-sense safety rules for planning heavy lifts:

1. Whenever possible, avoid manual lifting of very heavy loads or those which will be very awkward to handle. Use mechanical lifting aids such as forklifts or hand trucks, etc. for such loads.

2. Avoid “Lazy man’s loads”. “Don’t attempt to lift and carry more objects at one time than can be safely and comfortably handled.

3. Don’t carry any bulky load, which will obstruct the view when handled. Get help with such leads.

4. Choose the carrying route and the place where the load will be put down, in advance.

5. Clean up and remove slipping and tripping hazards in the areas where the load will be handled.

6. Make sure that there is enough room to carry and turn the load while avoiding contact with other objects in the areas where the load will be handled. Move other objects out of the way.

7. Choose handhold on the load, which permit a firm and comfortable grip on the load. Check the load for sharp edges and use work gloves if needed to protect the hands.

8. Size up the load and get help if it appears to be too heavy or awkward to lift and carry alone.

9. When more than one person will lift and carry a load, their activities should be coordinated as follows:

a. Each person should know in advance the carrying route, and where the load will be put down.

b. Each person should know in advance his or her holding place on the load.

c. Select one person to signal and direct the other lifters.

c. The load should be lifted and put down on the count of “three” given by the person directing the lifters.

To prevent back injury, follow these rules for planning heavy lifts. Preventing

back injuries are a lot easier than correcting them.

Back injuries

Structurally your back is one of the weakest members of your body. Many of you have already experienced some form of structural failure in your back -- if not, the odds are high that you will in the future. Eight out of every ten Americans currently suffers from some sort of back pain, and most of them don't have jobs that are as hard or strenuous as yours. Everyday your occupation requires you to perform various kinds of lifting, carrying, bending, twisting, climbing, pushing and pulling loads that are often heavy and awkward.

Taking time to lift and carry properly can save you a "Big" pain in the back. &We can all learn an important lesson from leading crane manufacturers – many new models are equipped with computers that will not allow the matching to overlift -- your brain is your personal computer -- program it to do the same .Here is some safety rules to prevent back injury in routine work situations.

1. Avoid overstraining when heavy loads are to be moved, lifted, or carried. Whenever possible, get help, or use mechanical aids such as a crane, loader, lift truck, hand truck, wheelbarrow, or dolly.

2. Don't attempt to push or pull objects that weigh more than yourself without help or mechanical aid.

3. Slipping and tripping is the number one cause of sprains and strains. Prevent them by good housekeeping. Clean up and remove scrap and debris regularly. Pick up and put away-unused tools and materials. Clean up spills or oil, grease, hydraulic fluid and other slippery substances.

4. When working in awkward or unnatural positions, be aware of the strain which might be put on the back. Don't overstrain in such positions. Avoid sudden, jerky, or twisting motions.

5. Set up properly for work that is hard to reach. Use ladders, scaffolds, etc. to create a safe work platform, which permits reaching the work without straining. Position yourself to the work so that it and the tools and materials are reachable without bending, twisting, and straining.

6. Tools that slip and let go when you are straining on them can cause you to wrench your back out of place. Select those, which are in good condition, provide a good grip on the work, and have enough power and leverage to do the work without straining.

7. Jumping down from one level to another often results in strains and sprains to the back, knee, or ankle. Descend with care! Avoid jumping down by using ladders, step stools, stairways, or ramps.

8. When walking or working in very muddy or wet areas follow these precautions to avoid slip and falls:

a. Look ahead and plan a walking route in the driest or wet areas.

b. Spread sand, gravel, dry earth, or use plywood or planks to

create safe work surfaces.

c. If a front-end loader is available, use it to level out work areas.

9. When liquid chemicals are heavily used, it is better to install pipelines

and outside storage tanks instead of manually handling them.

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Bloodborne pathogens exposure control plan

Policy

The Baires Construction Corp is committed to providing a safe and healthy work environment for our entire staff. In pursuit of this endeavor, the following exposure control plan (ECP) is provided to eliminate or minimize occupational exposure to bloodborne pathogens in accordance with OSHA standard 29 CFR 1910.1030, "Bloodborne Pathogens."

The ECP is a key document to assist our organization in implementing and ensuring compliance with the standard, thereby protecting our employees. This ECP covers:

1. Determination of employee exposure;
2. Implementation of various methods of exposure prevention and control, including:
   - Universal precautions,
   - Exposure control plan,
   - Engineering and work practice controls,
   - Personal protective equipment (PPE),
   - Housekeeping,
   - Laundry, and
   - Labels and signs;
3. Hepatitis B vaccination;
4. Post-exposure evaluation and follow-up, including procedures for evaluating circumstances surrounding an exposure incident;
5. Communication of hazards and employee training; and
6. Recordkeeping. The methods of implementation of these elements of the standard are discussed in the subsequent pages of this ECP. A Sharps Injury Log form and Hepatitis B Vaccine Declination form are provided in the Appendices to this ECP.

SCOPE

This section applies to all occupational exposure to blood or other potentially infectious materials as defined by paragraph (b) of this section.

Methods of implementation

Universal precautions

All employees will utilize universal precautions, an approach to infection control. Under this approach, all human blood and OPIM are treated as if known to be infectious for human immunodeficiency virus (HIV), hepatitis B virus (HBV), and other bloodborne pathogens.

Exposure control plan

Employees covered by the Bloodborne Pathogens Standard receive an explanation of this ECP during their initial training session. It will also be reviewed in their annual refresher training. All employees have an opportunity to review this plan at any time during their work shifts by contacting management. If requested, we will provide an employee with a copy of the ECP free of charge and within 15 days of the request.

Office management is responsible for reviewing and updating the ECP annually or more frequently, if necessary, to reflect:

- Appropriate changes to the plan.
- Any new or modified tasks and procedures which affect occupational exposure.
- New or revised employee positions with occupational exposure.
- Changes in technology that eliminate or reduce exposure to bloodborne pathogens.

Safer medical devices

OSHA requires covered employers to document annually consideration and implementation of appropriate commercially available and effective safer medical devices designed to eliminate or minimize occupational exposure. At our establishment:

☐ We do not use medical devices; therefore, we are not required to consider and implement safer medical devices.

☐ We use medical devices, and handles this annual documentation responsibility. The following table lists the safer devices we have identified as candidates in our last annual review, which took place :

Device:	Methods used to evaluate device:	Decision whether to implement:	Justification for decision:

Direct patient care

OSHA also requires covered employers to solicit input from non-managerial employees responsible for direct patient care (who are potentially exposed to injuries from contaminated sharps) in the identification, evaluation, and selection of effective engineering and work practice controls and to document the solicitation in the ECP. At our establishment:

☐ We do not have employees responsible for direct patient care; therefore, we are not required to solicit this input from employees.

☐ We have employees responsible for direct patient care, but none are potentially exposed to injuries from contaminated sharps; therefore, we are not required to solicit this input from these employees.

☐ We have non-managerial employees responsible for direct patient care who are potentially exposed to injuries from contaminated sharps, and handles this input solicitation requirement.

Personal protective equipment (PPE)

PPE is provided to our employees at no cost to them. Training is provided by Management in the use of the appropriate PPE for the tasks or procedures employees will perform.

The types of PPE available to employees are as follows gloves, eye protection, hard hat etc.. PPE is located at Job site and is ensured to be used at all times by management.

All employees using PPE must observe the following precautions:

- Wash hands immediately or as soon as feasible after removal of gloves or other PPE.
- Remove PPE after it becomes contaminated, and before leaving the work area.
- Wear appropriate gloves when it can be reasonably anticipated that there may be hand contact with blood or OPIM, and when handling or touching contaminated items or surfaces.
- Replace gloves if torn, punctured, contaminated, or if their ability to function as a barrier is compromised.
- Utility gloves may be decontaminated for reuse if their integrity is not compromised.

- Discard utility gloves if they show signs of cracking, peeling, tearing, punctures, or deterioration.
- Never wash or decontaminate disposable gloves for reuse.
- Wear appropriate face and eye protection when splashes, sprays, spatters, or droplets of blood or OPIM pose a hazard to the eye, nose, or mouth.
- Remove immediately or as soon as feasible any garment contaminated by blood or OPIM, in such a way as to avoid contact with the outer surface.

Hepatitis B vaccination

Management will provide training to employees on hepatitis B vaccinations, addressing their safety, benefits, efficacy, methods of administration, and availability.

The hepatitis B vaccination series is available at no cost after training and within 10 days of initial assignment to employees identified in the exposure determination section of this plan. Vaccination is encouraged unless: (A) documentation exists that the employee has previously received the series, (B) antibody testing reveals that the employee is immune, or (C) vaccination is contraindicated for medical reasons.

However, if an employee chooses to decline vaccination, the employee must sign a declination form. Employees who decline may request and obtain the vaccination at no cost at a later date, if they are still covered under the Bloodborne Pathogens Standard.

Following hepatitis B vaccinations, the healthcare professional's written opinion sent back to our organization will be limited to whether the employee requires the hepatitis B vaccine and whether the vaccine was administered.

Post-exposure evaluation and follow-up

Should an exposure incident occur, contact Juan Rodriguez.

An immediately available confidential medical evaluation and follow-up will be conducted by a health care professional. Following the initial first aid (clean the wound, flush eyes or other mucous membranes, etc.), the following activities will be performed:

- Document the routes of exposure and how the exposure occurred.
- Identify and document the source individual (unless the employer can establish that identification is infeasible or prohibited by state or local law).
- Obtain consent and make arrangements to have the source individual tested as soon as possible to determine HIV and HBV infectivity; document that the source individual's test results were conveyed to the employee's healthcare provider.
- If the source individual is already known to be HIV and/or HBV positive, new testing need not be performed.

- Assure that the exposed employee is provided with the source individual's test results and with information about applicable disclosure laws and regulations concerning the identity and infectious status of the source individual (e.g., laws protecting confidentiality).
- After obtaining consent, collect exposed employee's blood as soon as feasible after exposure incident, and test blood for HBV and HIV serological status.
- If the employee does not give consent for HIV serological testing during collection of blood for baseline testing, preserve the baseline blood sample for at least 90 days; if the exposed employee elects to have the baseline sample tested during this waiting period, perform testing as soon as feasible.

Administration of post-exposure evaluation and follow-up

Baires Construction ensures that the healthcare professional(s) responsible for the employee's hepatitis B vaccination and post-exposure evaluation and follow-up are given a copy of OSHA's Bloodborne Pathogens Standard.

Management ensures that the healthcare professional evaluating an employee after an exposure incident receives the following:

- A description of the employee's job duties relevant to the exposure incident,
- Route(s) of exposure,
- Circumstances of exposure,
- If possible, results of the source individual's blood test, and
- Relevant employee medical records, including vaccination status.

Management provides the employee with a copy of the evaluating healthcare professional's written opinion within 15 days after completion of the evaluation. This opinion for post-exposure evaluation and follow-up must be limited to the following information: (A) that the employee has been informed of the results of the evaluation; and (B) that the employee has been told about any medical conditions resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment. All other findings or diagnoses shall remain confidential and shall not be included in the written report.

Procedures for evaluating the circumstances surrounding an exposure incident

Management will review the circumstances of all exposure incidents to determine:

- Engineering controls in use at the time,
- Work practices followed,
- A description of the device being used,
- Protective equipment or clothing that was used at the time of the exposure incident (gloves, eye shields, etc.),
- Location of the incident (operating room., emergency room, patient room, etc.),
- Procedure being performed when the incident occurred, and
- Employee's training.

Employee training

Each employee who has occupational exposure to bloodborne pathogens receives training conducted by management.

Occupationally exposed employees receive training on the epidemiology, symptoms, and transmission of bloodborne pathogen diseases. In addition, the training program covers, at a minimum, the following elements:

- A copy and explanation of the standard;
- An explanation of our ECP and how to obtain a copy;
- A general explanation of the epidemiology and symptoms of bloodborne diseases;
- An explanation of the modes of transmission of bloodborne pathogens;
- An explanation of methods to recognize tasks and other activities that may involve exposure to blood and OPIM, including what constitutes an exposure incident;
- An explanation of the use and limitations of engineering controls, work practices, and PPE;
- An explanation of the types, uses, location, removal, handling, decontamination, and disposal of PPE;
- An explanation of the basis for PPE selection;
- Information on the hepatitis B vaccine, including information on its efficacy, safety, method of administration, the benefits of being vaccinated, and that the vaccine will be offered free of charge;
- Information on the appropriate actions to take and persons to contact in an emergency involving blood or OPIM;
- An explanation of the procedure to follow if an exposure incident occurs, including the method of reporting the incident and the medical follow-up that will be made available;
- Information on the post-exposure evaluation and follow-up that the employer is required to provide for the employee following an exposure incident;
- An explanation of the signs and labels and/or color coding required by the standard and used at this facility; and
- An opportunity for interactive questions and answers with the person conducting the training session.

Recordkeeping

Training records

Training records are completed for each employee upon completion of training. These documents will be kept for at least three years.

The training records include:

- Dates of the training sessions,
- Contents or a summary of the training sessions,
- Names and qualifications of persons conducting the training, and
- Names and job titles of all persons attending the training sessions.

Employee training records are provided upon request to the employee or the employee's authorized representative within 15 working days. Such requests should be addressed to Juan Rodriguez.

Medical records

Medical records are maintained for each employee with occupational exposure in accordance with 29 CFR 1910.1020, "Access to Employee Exposure and Medical Records." The medical record for each employee must include the following:

- The name of the employee;
- A copy of the employee's hepatitis B vaccination status including the dates of all the hepatitis B vaccinations and any medical records relative to the employee's ability to receive vaccination as required;
- A copy of all results of examinations, medical testing, and follow-up procedures as required;
- A copy of the healthcare professional's written opinion that our company received as required; and
- A copy of the information we provided to the healthcare professional as required.

Office Management is responsible for maintenance of the required medical records. These confidential records are kept at office for at least the duration of employment plus 30 years.

Injury and illness recordkeeping

An exposure incident is evaluated to determine if the case meets OSHA's recordkeeping requirements in 29 CFR 1904, "Recording and Reporting Occupational Injuries and Illnesses." This determination and the recording activities are done by Management

Date: _____

Employee signature: _____

More info - When an employee with occupational exposure declines the hepatitis B vaccine, he or she must read and sign the above declination statement.

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Demolition Site Safety Plan

Introduction

This Demolition Site Safety Plan outlines the safety procedures and practices to be followed at demolition sites to protect workers, the public, and the environment. The goal is to minimize risks associated with demolition activities while ensuring compliance with applicable regulations and best practices.

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2. Objectives

- Ensure the safety of all personnel involved in demolition activities.
- Protect the public and surrounding environment from hazards associated with demolition.
- Comply with local, state, and federal regulations related to demolition work.
- Establish effective communication and training programs to promote safety awareness.

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3. Site Assessment

3.1 Hazard Identification

Before demolition begins, a thorough assessment of the site should be conducted to identify potential hazards, including:

- Structural instability
- Asbestos and other hazardous materials
- Utilities (water, gas, electricity)
- Traffic and pedestrian access
- Environmental considerations

3.2 Risk Assessment

After identifying hazards, perform a risk assessment to evaluate the potential impact and likelihood of incidents. This assessment should inform the safety measures to be implemented.

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4. Safety Procedures

4.1 Personnel Training

- All personnel involved in demolition activities must undergo safety training, including hazard recognition, emergency response, and the use of personal protective equipment (PPE).
- Regular safety meetings should be held to discuss safety protocols and address any concerns.

4.2 Personal Protective Equipment (PPE)

- **Head Protection:** Hard hats must be worn at all times on the site.
- **Eye Protection:** Safety goggles or face shields must be used when necessary.
- **Hearing Protection:** Earplugs or earmuffs should be worn in noisy areas.
- **Respiratory Protection:** Masks or respirators may be required when working with hazardous materials.
- **Foot Protection:** Steel-toed boots are mandatory.

4.3 Site Access Control

- Establish a controlled access zone to restrict entry to authorized personnel only.
- Mark the boundaries of the demolition site with appropriate signage and barriers.
- Ensure adequate lighting and visibility at the site perimeter.

4.4 Utility Management

- Before starting demolition, identify and disconnect all utilities to prevent accidents.
- Contact utility companies to mark the location of underground services.

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5. Emergency Procedures

5.1 Emergency Response Plan

Develop and communicate an emergency response plan that includes:

- Procedures for reporting incidents and injuries.
- Evacuation routes and assembly points.
- Contact information for emergency services.
- Designated personnel for emergency response coordination.

5.2 First Aid and Medical Assistance

- Ensure that first aid kits are readily accessible on-site.
- Designate trained first aid personnel to respond to injuries and emergencies.
- Establish a plan for transporting injured personnel to medical facilities.

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6. Environmental Considerations

- Implement measures to control dust and debris, such as water spraying and barriers.
- Properly manage and dispose of hazardous materials according to local regulations.
- Monitor noise levels to minimize disturbance to the surrounding area.

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7. Monitoring and Review

7.1 Safety Audits

- Conduct regular safety audits to evaluate compliance with the safety plan and identify areas for improvement.
- Use findings from audits to update training and safety procedures as necessary.

7.2 Incident Reporting

- Establish a system for reporting and documenting all incidents, near misses, and unsafe conditions.
- Review incident reports regularly to identify trends and implement corrective actions.

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8. Conclusion

The implementation of this Demolition Site Safety Plan is essential to ensure the safety of workers, the public, and the environment during demolition activities. By adhering to the procedures outlined in this plan, all personnel will contribute to a safer and more efficient demolition process.

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Fall protection program

Introduction

OSHA currently regulates fall protection for construction under 29 CFR 1926, Subpart M. The standards for regulating fall protection systems and procedures are intended to prevent employees from falling off, onto, or through working levels and to protect employees from falling objects. These regulations do not require a written fall protection plan, except to provide for the use of a written plan as justification for less conventional fall protection measures during leading edge work, precast concrete erection work, or residential construction. Regardless, even conventional fall protection requirements under the OSHA construction regulations necessitate considerable planning and preparation.

Our written fall protection plan establishes guidelines to be followed whenever an employee works above dangerous equipment, on ramps or runways, or at heights of six feet or more above a lower level at the jobsite. The plan is designed to provide a safe working environment and governs the use of fall protection procedures and equipment.

This written plan for fall protection establishes uniform requirements for fall protection training, operation, and practices. The effectiveness of the written fall protection plan depends on the active support and involvement of all employees who perform jobs involving fall hazards or falling objects. This plan is intended to document procedures that ensure all work requiring fall protection is carried out safely.

Purpose

Baires Construction Corp is dedicated to the protection of its employees from on-the-job injuries. All our employees have the responsibility to work safely on the job. The purpose of this plan is to:

- Supplement our standard safety policy by providing safety standards specifically designed to cover fall protection on the job for those who work six feet or more above a lower level and to cover falling object hazards.
- Ensure that each employee is trained and made aware of the safety provisions which are to be implemented by this plan prior to the start of construction work.

This plan informs interested people, including employees, that Baires Construction Corp is complying with OSHA's Fall Protection Standard, 29 CFR 1926.500 to .503 and Appendices. However, this plan does not cover any scaffold, crane/derrick, steel erection, tunneling, or stairway/ladder operations, which are regulated by different OSHA standards.

This plan applies to all employees who may be exposed to fall hazards or falling objects. This plan does not apply to designated employees who are inspecting, investigating, or assessing workplace conditions before the actual start of construction work or after all construction work has been completed. Specifically, certain employees are authorized to inspect, investigate, or assess workplace conditions before construction work begins or after all construction work has been completed.

Juan Rodriguez and Mauro Eberle are the Fall Protection Plan Coordinator/Manager and are responsible for the implementation of the plan. Copies of the written plan may be obtained from Job site.

All employees, or their designated representatives, can obtain further information about this written plan, and/or the Fall Protection Standard from Juan Rodriguez at Job site.

Our duty to provide fall protection

To prevent falls Baires Construction Corp has a duty to anticipate the need to work at heights and to plan our work activities accordingly. Careful planning and preparation lay the necessary groundwork for an accident-free jobsite.

All fall protection systems selected for each application will conform to the requirements of this plan and OSHA's Fall Protection Standard. They will be installed before an employee is allowed to go to work in an area that necessitates protection.

In addition, our authorized employees determine if all walking/working surfaces on which our employees work have the strength and structural integrity to support the employees. Other employees will not be allowed to work in these fields until they have been determined by our authorized employees to have the requisite strength and structural integrity.

General worksite policy

Our general worksite policy is as follows:

1. If any one of the conditions described in the "Workplace Assessment and Fall Protection System Selection" section of this plan is not met for an area or piece of equipment posing a potential fall hazard, then do not perform that work until the condition is met. If you cannot remedy the condition immediately, notify a supervisor of the problem and utilize a different piece of equipment or work in a different area, according to the situation.
2. If the situation calls for use of fall protection devices such as harnesses or lanyards because the fall hazard cannot be reduced to a safe level, then the employee must do such protective equipment before beginning the work and use it as intended throughout the duration of the work.
3. Only employees trained in such work are allowed to perform it.
4. All jobsites shall be kept clean and orderly and in a sanitary condition.
5. All walking/working surfaces must be kept in a clean, far as possible, dry condition. Where wet processes are used, drainage shall be maintained, and false floors, platforms, mats, or other dry standing places should be provided where practicable.

Worksite assessment and fall protection system selection

(This section of the fall protection plan is site-specific. It will give you check boxes to indicate the fall hazards at a specific jobsite. Within each checkbox section, you will indicate your chosen fall protection system, based on the requirements of §1926.501, the Duty to Have Fall Protection Standard.)

This written plan is developed for 326 71st Street, Suite A Miami Beach, Fl 33141. That's because there are situations at this work site that will require fall protection. This fall protection plan is intended to anticipate the fall hazards to which our employees may be exposed. Specifically, we:

- Inspect the area to determine what hazards exist or may arise during the work.
- Identify the hazards and select the appropriate measures and equipment.
- Give specific and appropriate instructions to workers to prevent exposure to unsafe conditions.
- Ensure employees follow procedures given and understand training provided.
- Appraise ourselves of the steps our specialty subcontractors have taken to meet their fall protection requirements.

Protection from falling objects

When employees are exposed to falling objects, we ensure they wear hard hats, and we also implement the following measures:

- Secure Tools and Materials: Ensure that all tools and materials are properly secured when working at heights. Use tool lanyards and storage solutions to prevent items from falling.
- Use Guardrails and Toe Boards: Install guardrails and toe boards on elevated platforms to prevent objects from falling off edges. This is especially important in construction and demolition sites.
- Implement Safety Nets and Canopies: Use safety nets to catch falling objects and canopies to protect workers below. These should be strong enough to withstand the weight of falling materials.
- Conduct Regular Inspections: Regularly inspect work areas and equipment to identify potential hazards. Ensure that all safety measures are in place and function correctly.
- Training and Awareness: Provide training for workers on the risks associated with falling objects and the importance of following safety protocols. Regular safety meetings can reinforce these practices.
- Define Potential Fall Zones: Establish and clearly mark areas where falling objects could pose a risk. This helps in managing access to these areas and ensuring that personnel are aware of the hazards.

By implementing these measures, workplaces can significantly reduce the risk of injuries and damage caused by falling objects, creating a safer environment for all personnel involved.

Fall protection systems criteria and practices

OSHA regulation §1926.502 lists the requirements for the physical makeup and setup of each fall protection system selected. When a particular fall protection system is selected, we will attach an inspection checklist to this Fall Protection Plan for each instance the system is used. See the Appendix to our plan for a copy of the inspection checklists we have developed.

Procedures

- All employees will be required to wear approved full body harness and shock absorbing lanyards when six feet (6') or more above the ground.
- All departments shall make maximum use of primary fall protection systems such as scaffolds, aerial lifts, personnel hoists, etc. These systems shall be equipped with complete working/walking surfaces free of floor openings, with standard guardrail systems and a safe means of access/egress.
- Employees traveling or working in elevated areas six feet (6') or more above a lower level or adjacent to a leading edge where a fall Exposure exists shall make use of secondary fall protection in always securing their safety lanyard to a structure, lifeline or approved fall arresting device capable of supporting 5000 pounds.
- Employees working from or traveling in power work platforms or personnel lifting/ hoisting devices shall also properly secure their safety lanyards as noted In procedures below.
- Fall protection devices such as lifelines, safety harnesses/lanyards, etc. shall be Inspected before each use and on a regular basis for damage and/or deterioration. Defective equipment should be removed from service and destroyed and/or repaired.
- Fall protection devices subject to shock loading imposed during fall arresting shall be removed from service and the S.H.E. Department notified.
- Fall protection devices and systems shall not be used for any

Fall Protection Devices

1. Primary Fall Protection Systems

a. These systems provide walking and working surfaces in elevated areas which are free from floor openings and are equipped with standard guard rail systems on all open sides and with closure apparatus for ladder openings or other points of access when required. These systems include but are not limited to: scaffolds, pencil boards, aerial lifts (JLG, scissors lifts, etc.) and other approved personnel hoisting devices.

b. Standard guard rail systems consist of a top rail of 2 x 4 lumber or equivalent material approximately forty-two inches (42") above the walking/working surface, a mid rail at approximately twenty-one inches (21") above said surface and a four inch (4") tall toe board mounted at the walking/working surface. Upright support post spacing must not exceed eight feet (8') and the entire system must be capable of supporting 200 pounds force outward with minimum deflection. These systems are used to guard open sides of floors, platforms and walkways in elevated areas.

c. Floor openings/hole covers are used to close openings and holes in floors, platforms and walkways. These covers must be capable of supporting the maximum potential load they may be subjected to. The cover must completely cover the opening/hole and be secured against accidental displacement. These covers must be marked "HOLE COVER -DO NOT REMOVE"

2. Secondary Fall Protection Systems

a. Safety Harness/Lanyard Systems

1) These systems must be worn and used as a backup to the primary fall protection system noted above and in the absence of primary systems.

2) Only safety harnesses/lanyard systems furnished by the company may be used. Personal safety harnesses/lanyard system may not be used for fall protection.

3) Lanyards must be of the shock absorbing type when used for Fall Protection.

4) The fall protection lanyard shall be attached to the D-ring located in the middle back of the safety harness.

5) D-rings located at the waist may only be used for positioning and with rail type ladder climbing devices.

6) Work positioning lanyards are to be attached to D-rings at the waist belt location and be supported by an appropriate work belt. Positioning lanyards need not be of shock absorbing type and must be used for fall protection. The positioning lanyard must always be backed up by a properly secured shock absorbing fall protection lanyard. Position harnesses/ lanyards shall not be used without written approval from the S.H.E. department.

b. Lifeline

1) Lifeline systems are points of attachment for fall protection lanyards and must be capable of supporting at least 5000 pounds per person. Lifelines may be mounted either vertically or horizontally and are generally intended to provide mobility to personnel working elevated areas.

2) Horizontal lifelines must be made of at least three-eighths inch (3/8") wire rope cable properly supported to withstand at least 5000 pounds impact. Horizontal lifelines should be positioned so as to provide points of attachment at waist level or higher to personnel utilizing them. Lifelines shall not be used for any purpose other than fall protection. Horizontal lifelines shall not be used without written approval and inspection by the S.H.E. Department.

3. Personnel Lifts/Hoisting Devices

a. Aerial Lifts (JLG< Scissor, Snorkel, etc.)

1) Employees riding or working from these lifts must always secure their safety lanyard to the designated anchor point (per manufacture) inside the lift basket.

2) Lifts shall be placed on solid level surfaces to eliminate possibility of overturning. Any employee utilizing any type of lift device will perform a pre-use inspection before the start of any operation.

b. Spiders and Sky Climbers Employees riding in or working from these hoisting devices shall each be provided with an independent lifeline and rope grab to which their lanyard shall be secured at all times when aloft.

c. Ladders

1) Permanent caged ladders may be ascended or descended without additional fall protection. Any ladder that exceeds 25’ will have a break, fall arrest system, or a cage system in place before any employee utilizes it.

2) Temporary construction ladders shall extend at least thirty-six inches (36") above their uppermost landing and be secured against displacement by means of a rope at the top section of the ladder.

3) Employees climbing ladders, which are not tied off at the top, must have another person hold the ladder at the bottom until it can be secured. This includes the last trip down after untying the ladder at the top.

4) When ascending or descending ladders, employees shall use both hands. Materials or tools shall not be carried in hands while using ladders.

5) Upon climbing to the elevation where the task is to be performed the person on the ladder shall properly secure their safety lanyard before doing anything else. Next, the ladder must be tied off before work can begin. When the task is complete the process is reversed with the safety lanyard being the last protective device detached prior to descent.

6) Absolutely no objects, tools, or material are to be carried in hands while climbing or descending ladders.

7) All ladders will be inspected before each use and a recorded inspection monthly.

8) All recorded inspections will be recorded on a vinyl decal located on the inside of the side rail.

4. Rigging/Material Handling Offloading Float Trailers -- Such operations as offloading float trailers requires special consideration that pertain to unique circumstances and situations, a few techniques observations to follow:

1) Is the load stable where it will not shift during handling and cause a fall?

2) Be always aware of trailer deck edges, watch where you step.

3) Do not stand between any load hoisted and the hoisting device

4) Use tag lines to control loads while standing clear of them.

5) Use ladders to access and egress float trailers.

STRUCTURE CLIMBING SAFETY PROCEDURES LADDER CLIMBING DEVICES / PROCEDURES ON STRUCTURES OVER 65 FEET:

1. Some Sanchez Arango Construction Co. structures above sixty-five (65) feet are equipped with steel cable/wire rope adjacent to the fixed ladder. These are to be used by all climbers as an anchorage point with a ladder climbing device for fall protection.

2. Inspection Methods for Steel Cable Ladder Safety System:

 Inspect top and bottom mounting brackets for signs of damage, corrosion or rust.

 Inspect for cracks, bends, or wear areas that could affect the strength and operation of the system.

 Inspect for loose or missing fasteners, retighten or replace as necessary.

 Ensure the cable guide is not worn or bent and still locks onto the cable.

 Inspect the carrier cable for damage including kinks or bends, which would prevent the sleeve from passing.

 Inspect for worn or broken cable strands and wires.

 Inspect for corrosion.

 Inspect the cable for abrasion against the ladder or structure. Ensure that the cable does not contact the ladder or structure.

 Report any defect to your supervisor.

 Check the tension of the cable. Ensure there is no slack.

 Ensure that only 3/8" solid core steel cable is used.

3. Inspection methods of the Lad-Saf Ladder Climbing Safety Sleeve:

 Inspect the ladder unit before each use.

 Inspect the handle and cable shoe for bends, cracks and deformation. All fasteners shall be secured and tightly held in place,

 Operation of the handle and cable shoe shall be free and smooth.

 The spring must be attached securely and of sufficient strength to pull handle down.

 Inspect the locking lever, check for smooth operation making sure it springs back to its locked position when released.

 Inspect the sleeve body, check for wear on the inside of the body (cable recess) where the cable rides.

 Inspect the rollers and upper roller extension. Ensure rollers spin freely and the spring rotates the upper roller extension to the climbing position. Inspect the gravity stop. Hold the sleeve upside down and ensure the gravity stop rotating to the locking position. It should not be possible to open the sleeve far enough to insert the cable.

 Do not attempt to repair the unit if found defective. Only the manufacturer is authorized to perform maintenance or repairs on the unit.

 Install the ladder climbing device on to the vertical wire rope anchorage point while standing on the portable ladder just prior to accessing the fixed ladder structure.

 Install the ladder climbing device to the vertical wire rope prior to disengaging your lanyard from the last anchorage point before descending the fixed ladder.

Training program

Under no circumstances shall employees work in areas where they might be exposed to fall hazards, perform work requiring fall protection devices, or otherwise use fall protection devices *until* they have successfully completed this company's fall protection training program.

This training program includes classroom instruction and operational training on recognition and avoidance of unsafe conditions and the regulations applicable to their work environment for each specific fall hazard the employee may encounter. Our training program specifically covers the following areas:

- The nature of fall hazards in the work area.
- The correct procedures for erecting, maintaining, disassembling, and inspecting the fall protection systems are to be used.
- 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.
- The role of each employee in the safety monitoring system when this is used.
- The limitations on the use of mechanical equipment during the performance of roofing work on low-sloped roofs.
- The correct procedures for the handling and storage of equipment and materials and the erection of overhead protection.
- The role of employees in fall protection plans.
- The standards contained in Subpart M of 29 CFR 1926.

Our training program is conducted by Juan Rodriguez, a "competent person" qualified in each aspect of the training program. Juan Rodriguez will identify all current and new employees who require training and schedule training times for those employees. Training on the above components will occur both in the classroom and on the jobsite, as appropriate.

Juan Rodriguez has overall responsibility for the safety of employees and will verify compliance with §1926.503(a), OSHA's Training Program Standard, for each employee required to be trained. A written certificate of training is required which must include, but is not limited to, the following elements:

- The name or other identity of the employee trained.
- The date(s) of training; and
- The signature of the competent person who conducted the training or the signature of the employer.

Juan Rodriguez has the responsibility of determining whether an employee who has already been trained does not have the understanding and skill required under the training program. Retraining is required when an employee cannot demonstrate the ability to recognize the hazards of falling and the procedures to be followed to minimize fall hazards.

Discipline

Constant awareness of and respect for fall hazards, and compliance with all safety rules are considered conditions of employment. Baires Construction Corp reserves the right to issue disciplinary warnings to employees, up to and including termination, for failure to follow the guidelines of this plan.

RULES AND GUIDELINES

In compliance with OSHA's Fall Protection Requirements, this company requires that all employees conform to 100% fall protection when working at an elevation of 6 feet or greater by means of guardrails, safety nets or personal fall arrest systems. A full body harness with a shock absorbing double lanyard shall be used for 100% fall protection. Lanyards are not to be connected to each other by means of the snap hook. Training should include proper use as well as proper fitting according to size. Maximum working load is 310 pounds, unless labeled otherwise.

All equipment must be visually inspected before each use. Equipment must not be altered in any way. Repairs must be performed only by the manufacturer or authorized agent. This includes adding wire or other foreign material to any part of a harness or lanyard, alterations to the double locking snap-hook or tying knots in lanyards is also not permitted.

Fall arrest systems are designed for personal fall protection. Never use fall protection equipment for purposes other than those for which it was designed. Fall protection equipment should never be used for tag lines, hoisting, securing, or towing.

Do not use a mixture of various manufacturers' components (i.e. Miller harness with a Rose lanyard). Manufacturers will not ensure safe use or liability for such mixtures.

Point of attachment shall not be conduit, lines too small to carry the load, which may be imposed on the line, or hot lines, which may damage or alter its ability to support a worker. The point of attachment must be capable of supporting a minimum dead weight of 5,000 pounds per person attached

Always check for obstructions below the work area to make sure potential fall path is clear. When utilizing shock-absorbing lanyards, the lanyards units may elongate as much as 3-1/2 ft. during the shock-absorption process.

Environmental hazards should be considered when selecting fall protection equipment. Polyester should be used in certain chemical or acidic environments. Lifelines shall be secured above the point of operation to an anchorage point or structural member capable of supporting a minimum dead weight of 5,000 pounds.

Incident investigation

All incidents that result in injury to employees, regardless of their nature, must be reported to Juan Rodriguez. It is an integral part of any safety plan that documentation and investigation take place as soon as possible so that the cause and means of prevention can be identified to prevent a recurrence.

Plan review

This fall protection plan is reviewed and updated by a qualified person as the job progresses to determine if additional practices, procedures, or training needs to be implemented by the competent person to improve or provide additional fall protection. Also, if an employee falls, is struck by a falling object, or there is some other related, serious incident or near miss, this plan will be reviewed to determine if additional practices, procedures, or training need to be implemented to prevent similar types of falls or incidents from occurring.

Any changes to the plan will be approved by Juan Rodriguez. Workers are notified and trained, if necessary, in the new provisions. A copy of this plan and all approved changes is maintained at the jobsite.

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Fire protection and prevention plan

Purpose

OSHA's Fire Prevention Plan regulation, found on 1926.24, recommends that our company has a written Fire Prevention Plan (FPP). This plan applies to all operations in our company where employees may encounter a fire.

This Fire Prevention Plan (FPP) is in place at this company to control and reduce the possibility of fire and to specify the type of equipment to use in case of fire. This plan addresses the following issues:

- Major workplace fire hazards and proper handling and storage procedures for hazardous materials.
- Potential ignition sources and their control.
- The type of fire protection equipment is necessary to control each major hazard.
- Procedures to control accumulations of flammable and combustible waste materials.
- Procedures for regular maintenance of safeguards installed on heat-producing equipment to prevent the accidental ignition of combustible materials.
- The name of job title of employees responsible for maintaining equipment to prevent or control sources of ignition or fires.
- The name of job title of employees responsible for the control of fuel source hazards.

Under this plan, our employees will be informed of the plan's purpose, preferred means of reporting fires and other emergencies, types of evacuations to be used in various emergency situations, and the alarm system. The plan is closely tied to our Emergency Action Plan where procedures are described for emergency evacuation procedures and exit route assignments, procedures to account for all employees after emergency evacuation has been completed, and rescue and medical duties for those employees who perform them. Please see the Emergency Action Plan for this information.

Juan Rodriguez is the Plan Coordinator, acting as the representative of the Facility Manager, who has overall responsibility for the plan. The written plan is kept in office. Juan Rodriguez will review and update the plan as necessary. Copies of this plan may be obtained from Job site.

The FPP communicates to employees, policies and procedures to follow in a fire emergency. This written plan is available, on request, to employees, their designated representatives, and OSHA officials.

We encourage suggestions to make improvements to the plan because we are committed to the success of our fire prevention program. We strive for clear understanding, safe behavior, and involvement in the plan from every level of the company.

Plan coordinator responsibilities

At Jobsite covered by this program, the Plan Coordinator is responsible for the following activities:

- Develop a written Fire Prevention Plan for regular and after-hours work conditions.
- Immediately notify the fire or police departments, and the building owner/superintendent in the event of a fire affecting the facility.
- Integrate the FPP with the existing general emergency plan covering the building occupied.
- Distribute procedures for reporting a fire, the location of fire exits, and exit routes to each employee.
- Conduct drills to acquaint the employees with fire procedures, and to judge their effectiveness.
- Satisfy with all local fire codes and regulations as specified.
- Train designated employees in the use of fire extinguishers and the application of medical first-aid techniques.
- Keep key management personnel home telephone numbers in a safe place in the facility for immediate use in the event of a fire. Distribute a copy of the list to key people to be retained in their homes for use in communicating a fire occurring during non-work hours. Decide to have employees and non-employees remain in or evacuate the facility in the event of a fire.

If evacuation is deemed necessary, the Plan Coordinator ensures that:

- All employees are notified and evacuated, and a head count is taken to confirm total evacuation of all employees.
- When practical, equipment is placed and locked in storage rooms or desks for protection.
- The building owner/superintendent is contacted, informed of the action taken, and asked to assist in coordinating security protection.
- In locations where the building owner/superintendent is not available, security measures to protect employee records and property are arranged as necessary.

Fire hazards

Fire prevention measures involving proper handling and storage of hazardous materials have been developed. These include:

• Electrical wiring and equipment for light, heat or power purposes must be installed in accordance with the national electric code. The proper type and size of fuses shall be always used. All equipment and portable tools are to be grounded. Explosion proof fixtures are required in hazardously classified locations.

• Housekeeping - Remove trash daily from the work areas and from the work site. Use trash drums to reduce extra handling. Put rags in closed containers. Rags used for solvent cleaning should be kept in a closed metal container until properly disposed of.

• Compressed Gas Cylinder - Separate full cylinders from empty; cylinders in storage. Also, separate oxygen cylinders from fuel cylinders by 20 feet, or by a fire-resistant barrier. Tie cylinders in a vertical position. Keep oil and grease away from oxygen valves. Turn cylinders off when not in use. Protect cylinders from excess heat (sun, open flame, equipment exhausts, sparks, slags, etc.) No cylinder storage inside buildings.

• No Smoking or Open Flame Areas and Signs - Areas where flammable liquids are stored or dispensed need to be clearly identified. NO SMOKING OR OPEN FLAME needs to be posted no more than 25 feet away from the hazard. Areas containing large quantities of combustible materials should also be identified and marked with the same signs. Cigarette butt cans will help prevent careless disposal of smoking materials.

Fire protection equipment

Fire protection equipment used by this company has been selected and purchased by Baires Construction. This equipment includes the following types of extinguishers:

Buildings (Offices, Shops, Warehouses) (2-A UL Rating):

• Hazard Wood, paper, etc.

• Use 2000-gallon pressured water type extinguisher. For cold climates, specify anti-freeze.

• Number One extinguisher required for each three thousand (3000) square feet of floor space. Each floor is measured separately. Location Mount the extinguisher so that the travel distance from any point is not more than seventy-five (75) feet. Mount along the normal walkways. Temporary offices, trailers, sheds (2-A):

• Hazard Lumber, wooden boxes, etc.

• Use 2000-gallon pressured water type extinguisher.

• Number One extinguisher in each trailer or temporary building. If the trailer or building is divided into separate sections with solid partitions without doors, then each section needs one extinguisher.

• Location Mount inside, near the door. Combustible material storage (outside) (2-A):

• Hazard Lumber, wooden boxes, etc.

• Number Not specified by OSHA, but approximately one extinguisher for each25,000 square feet of storage area.

• Location Mount so that travel distance from any point is not more than one hundred (100) feet. Combustible material storage (inside) (2-A):

• Hazard Lumber, packing material, cardboard boxes

• Number In addition to the extinguishers required for building for the building protection, provide one more extinguisher for every five thousand (5000) square feet of area occupied by combustible material storage.

• Location Mount extinguisher so that every point within the storage area is no more than seventy-five (75) feet from an extinguisher. Flammable liquid storage (inside) (20-B):

• Hazard Gasoline and diesel tanks, drums, etc.

• Use Twenty (20) pound dry chemical extinguisher

• Number One extinguisher for each eleven hundred (1100) gallons of flammable liquid.

• Location Mount between twenty-five (25) and seventy-five (75) feet from the storage area. Flammable liquid storage (inside) (20-B):

• Hazard Small quantities of solvent, paint, etc.

• Use Twenty (20) pound dry chemical extinguisher

• Number One extinguisher for each storage area. This is in addition to the extinguishers required for general building protection.

• Location Mount between ten (10) and twenty-five (25) feet from the storage area. Flammable liquids (in use) (10-B):

• Hazard Flammable adhesives, solvent-cleaning vats, fuel fired heaters, etc.

• Use Ten (10) pound dry chemical extinguisher

• Number One extinguisher is needed within fifty (50) feet of the operation.

• If other dry chemical extinguishers are not needed for these hazards. Gasoline and diesel pumps (20-B:C):

• Hazard Refueling trucks, etc.

• Use Twenty (20) pound dry chemical or use fifty (50) pound carbon dioxide extinguisher on wheels.

• Number One extinguisher

• Location Mount within seventy-five (75) feet of the pumps. Trucks dispensing flammable liquids (20-B:C):

• Hazard - Refueling cranes, air compressors, etc.

• Use Twenty (20) pound dry chemical. Order these extinguishers with a vehicle mounting bracket.

• Number One extinguisher on each truck

• Location Mount so it is accessible from the ground Compressed gas cylinder storage (outside) (20B:C):

• Hazard - Propane, acetylene, etc.

• Use Twenty (20) pound dry chemical

Fire protection equipment and systems are indicated on the building floor plan in an appendix to this plan.

• Number One extinguisher for each storage area, to be mounted within seventy-five (75) feet. If a 20-B:C extinguisher already exists with seventy-five (75) feet because of an adjacent storage area, etc., no additional extinguisher is needed for this site. Welding and cutting operations:

• Hazard Sparks, slag, open flame, etc.

• Use - Any type of extinguisher or water hose

• Number - At least one extinguisher or water hose within seventy-five (75) feet of each operation, and in the same room or area.

• Location - Existing extinguishers in the area can be used for this protection. Working at or near a combustible partition also requires fire protection on the other side of the partition. Electrical - main supply panels - (10-B:C):

• Hazard Energized electrical parts

• Use - Fifteen (15) pound carbon dioxide extinguisher. Order the extinguisher with a non-metallic discharge horn.

• Number - Mount one extinguisher with fifty (50) feet.

• Location - If several main panels are widely separated, each panel will need a separate extinguisher. Cranes, tower cranes, hoist engines - (5-B:C):

• Hazard Flammable liquids, electric

• Use - 20-pound dry chemical extinguisher.

• Number - One extinguisher for each piece of equipment

• Location - Mount near the operator & platform. Order vehicle mounting brackets for extinguishers on mobile equipment. Wooden forms, scaffolds, etc. (2-A):

• Hazard Forms and scaffolding that are separated from other work areas

• such as cooling tower veils, chimney top-work platforms, etc.

• Use - 20-gallon pressured water type extinguisher.

• Number - Mount extinguishers so that one extinguisher is within seventy-five (75) feet of any location.

Spray booths (20-B:C):

• Hazard - Flammable liquid particles. An automatic sprinkler system is required for spray booths. In addition, portable extinguishers are required.

• Use - Twenty (20) pound dry chemical or use fifty (50) pounds

• Number - One extinguisher for each spray booth

• Location - Mount within twenty-five (25) feet of the spray booth.

Training

Fire prevention plan

At the time of a fire, employees should know what type of evacuation is necessary and what their role is in carrying out the plan. In cases where the fire is large, total and immediate evacuation of all employees is necessary. In smaller fires, a partial evacuation of nonessential employees with a delayed evacuation of others may be necessary for continued operation. We must be sure that employees know what is expected of them during a fire to ensure their safety.

Our company trains employees through classroom instruction followed by a drill. Managers and supervisors also give all their employees (divided into small groups) a thorough briefing and demonstration.

Training, conducted on initial assignment, includes:

- Fire hazards to which an employee is exposed.
- What to do if employee discovers a fire.
- Demonstration of alarm, if more than one type exists.
- How to recognize fire exits.
- Evacuation routes.
- Assisting employees with disabilities.
- Measures to contain fire (e.g., closing office doors and windows in immediate vicinity);
- Head count procedures (see EAP for details).
- Return to building after the “all-clear” signal; and
- Those parts of the Fire Prevention Plan are necessary for self-protection.

If the Plan Coordinator has reason to believe an employee does not have the understanding required, the employee must be retrained. Juan Rodriguez certifies in writing that the employee has received and understands the Fire Prevention Plan training.

Any employee who does not comply with this plan will be disciplined.

Our building houses several places of employment, so we have set up a building-wide FPP including all employees in the building. Baires Construction has informed its employees of their duties and responsibilities under the plan. Each employer in the facility has a copy of the standardized plan and it is accessible by affected employees.

Together we have coordinated the FPPs of all employees in the building to avoid confusion and conflicts during a fire.

Fire protection equipment

The Plan Coordinator provides training for each employee whose job duties require the use of fire protection equipment. Employees may not use fire protection equipment without appropriate training. Training, before an individual is assigned responsibility to fight a fire, includes:

- Types of fires,
- Types of fire prevention equipment,
- Location of fire prevention equipment,
- How to use fire prevention equipment,
- Limitations of fire prevention equipment,

Employees must demonstrate an understanding of the training and the ability to use the equipment properly before they are allowed to perform work requiring the use of the equipment.

If the Plan Coordinator has reason to believe an employee does not have the understanding or skill required, the employee must be retrained.

Company: BAIRES CONSTRUCTION CORP

A 20094 ne 15TH CT, Miami FL 33179

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First aid safety program

Purpose

Baires construction corp is dedicated to the protection of its employees from on-the-job injuries and illnesses. However, when injuries or illnesses do occur, we are prepared to immediately respond to the needs of the injured or ill.

This First-Aid Program ensures that our company meets OSHA's requirements at 1910.151, *Medical Services and First Aid*.

Administrative duties

Karol Postigo, our First-Aid Program administrator, is responsible for establishing and implementing the First-Aid Program. This person has full authority to make necessary decisions to ensure the success of the program.

A copy of this program may be obtained from Juan Rodriguez,Supervisor in Office. If, after reading this program, you find that improvements can be made, please contact Karol Postigo

Designated first-aid personnel

Karol Postigo is readily available for advice and consultation on health matters.

We follow the *National EMS Education and Practice Blueprint,* which lists the following first-aid designations:

- **First-aid provider**: Occupationally required to be trained in first aid even though they may not be specifically obligated by law to perform first aid. Responds as a "Good Samaritan." Uses a limited amount of equipment to perform an initial assessment and provide immediate life support and care while awaiting the arrival of emergency medical services (EMS).
- **First responder**: Uses a limited amount of equipment to perform initial assessment and intervention and is trained to assist other EMS.
- **Emergency Medical Technician (EMT)-Basic**: The 2nd level of professional emergency medical care provider. Qualified to function as the minimum staff for an ambulance.
- **EMT-Intermediate**: The 3rd level of professional emergency medical care provider. Can perform essential advanced techniques and administer a limited number of medications.
- **Paramedic**: The 4th level of professional emergency medical care provider. Can administer additional interventions and medications.

The following person(s) are trained and responsible to render first aid at Baires construction corp .

Name/Title/First-aid designation	Department/Phone	Responsibilities	Roles
Karol Postigo/ Coordinator/ American Red Cross	(561)805.4036	Asses situation, Document incident,	Aldult and pediatric First Aid/CPR/AED

Hazard and medical services assessment

Karol Postigo has assessed Job site for hazards to determine whether any pose the risk of a life-threatening or permanently disabling injury or illness.

The nearest hospital/clinic Mount Sinai is located at 2845 Aventura Boulevard, Aventura, FL 33180. This facility is considered in "near proximity" because it is within three to four minutes away.

When hazards or locations change, Juan Rodriguez/Supervisor will reassess our risk and determine whether or not we must train and require at least one on-site employee in first aid.

First-aid supplies and equipment

It is important that our first-aid supplies and equipment meet the specific needs of our company's operations and hazard risks.

Juan Rodriguez/Supervisor is responsible for ensuring that adequate first-aid supplies are readily available. First aid supplies used (Model NO. H-1293) serves 25 people.

We provide these supplies in Baires construction corp located at 20094 Ne 15th Ct, Miami, FL 33179.

Karol Postigo is responsible for ensuring the first-aid supplies are adequate. Supplies are replaced promptly when expended. In addition to first-aid supplies, our first-aid program includes: Teaching Methods, Responding to Life-Threatening Emergencies, Skills Update.

Training

Training is the heart of our First-Aid Program. Employees must not attempt to rescue or treat an injured or ill employee unless they are trained and qualified to do so. They are trained to contact a designated qualified individual.

Employees who are trained and qualified to render first aid have completed American Red cross first-aid training program. Karol Psotigo is responsible for conducting training. His/Her qualifications include: Aldult and pediatric First Aid/Cpr/AED.

- First-aid training is done once a month. The training program includes: Recognize and assess common medical emergencies.
- Provide immediate care for injuries such as cuts, burns, fractures, and sprains.
- Manage life-threatening conditions like choking, severe bleeding, and shock.
- Respond to environmental emergencies, including heat- and cold-related illnesses.
- Understand basic infection control and personal safety measures.

Training certification

After an employee has completed the training program, Karol Postigo certifies that the employee can successfully render first aid. Karol Postigo is responsible for keeping records verifying certification of employees who have completed training.

Each certificate includes the name of the employee, the date(s) of the training, and the signature of the person who performed the training and evaluation.

Retraining

Trained employees receive refresher training Once a month to keep their skills and certification current.

First-aid procedures

Our first-aid procedures include:

- Assessment of the Situation
- Basic Life Support (BLS)
- Wound Care, Managing Specific Emergencies
- Monotoring and comforting.
- Call for help

In an emergency, follow the ABCs of first aid: Airway, Breathing, and Circulation, and provide immediate care to stabilize the injured or ill person until professional help arrives.

- Basic First Aid Principles
- Assess the Scene: Ensure the area is safe for you and the victim. Look for hazards such as fire, traffic, or aggressive individuals. If the scene is unsafe, move to a safer location if possible.
- Check Responsiveness: If the person is unresponsive, call for emergency medical services immediately. If you are alone, call for help before providing care.
- ABCs of First Aid:
- Airway: Ensure the airway is clear. If the person is not breathing, perform rescue breathing if trained to do so.
- Breathing: Check for normal breathing. If absent, begin CPR (Cardiopulmonary Resuscitation) immediately.
- Circulation: Check for a pulse. If there is no pulse, continue CPR until help arrives.
- Specific First Aid Procedures
- Choking: If the person is choking and unable to breathe, perform the Heimlich maneuver (abdominal thrusts) to dislodge the object blocking the airway.
- Bleeding: Apply direct pressure to the wound with a clean cloth or bandage. If bleeding is severe, elevate the injured area and continue applying pressure. If the bleeding does not stop, seek professional help.
- Burns: Cool the burn under running water for at least 10 minutes. Cover it with a sterile, non-stick bandage. Do not apply ice directly to the burn.
- Fractures: Immobilize the injured area using a splint or sling. Avoid moving the person unless necessary to prevent further injury. Apply ice to reduce swelling if possible.

After Providing First Aid

- Stay with the Victim: Monitor their condition until professional help arrives. Keep them calm and comfortable, and cover them with a blanket if they are cold.
- Follow Instructions: If emergency services arrive, provide them with all relevant information about the incident and the victim's condition.
- By following these first aid procedures, you can provide critical assistance in emergencies and potentially save lives until professional medical help is available.

Accident reporting

Employees are trained to report all injuries and illnesses to management, including first-aid cases and near-miss events. Those injuries and illnesses involving a fatality, medical treatment, days away from work, or job transfer must be reported to the employee's supervisor immediately.

Recordkeeping

Karol Postigo is responsible for maintaining the following records relating to our company's first aid, injury, illness, and accidents cases:

Record	Description	Location of record
Incident report	Monthly record	Offiice, job site

Program evaluation

Karol Postigo ensures that our First-Aid Program is effective by thoroughly evaluating and revising the program as necessary. Program evaluation is performed Monthly. The evaluation includes the following elements: training methods, Preparation for Health Emergencies,program update, emergency responses.

Appendix

The following documents are attached to this First-Aid Program:

Adult Pediatric First AID/CPR/AED-r.21 Certificate of completion

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Ladder Safety Plan

Applicable OSHA Standards: 29 CFR 1910.25, 1926.1053

Purpose

Ladders are effective tools to help employees work at heights. While ladders seem easy to use, they should not be taken for granted. It's important to know that employees who work on or around ladders risk permanent injury or death from falls and electrocutions. Ergonomic injuries while lifting, carrying, and handling ladders are also possible.

Baires Construction Corp is dedicated to the protection of its employees, as well as contract and temporary employees, from on-the-job injuries. This written Ladder Safety Plan lists the ladders we have onsite, provides inspection procedures, describes the safe practices for the care and use of ladders, and standardizes the training of employees.

This written plan demonstrates our compliance with OSHA ACT OF 1970. When the word "employee" or "employees" is used in this plan, it is to include not only our own employee(s) but also contract and temporary employee(s). The procedures in this plan are to be followed whenever an employee works with ladders at our worksite(s) 326 71st Street, Suite A Miami Beach, FL 33141

SCOPE

This program applies to all employees and subcontractors working withing contractor-controlled worksites.

Administrative Duties

Juan Rodriguez, Supervisor of our Ladder Safety Plan Administrator, is responsible for developing, implementing, and maintaining this written Ladder Safety Plan. This person is solely responsible for all facets of the plan and has full authority to make necessary decisions to ensure the success of this plan. Our Plan Administrator is also qualified, by appropriate training and experience that is commensurate with the complexity of the plan. in order to administer or oversee our plan and conduct required evaluations for plan effectiveness.

Copies of the written Ladder Safety Plan may be obtained at job site. All employees, or their designated representatives, may obtain further information about this written plan and/or OSHA requirements.

If, after reading this plan, you find that improvements can be made, please contact Juan Rodriguez, Supervisor. Baires Construction Corp encourages all suggestions because we are committed to creating a safe work environment for all employees, and a safe and effective Ladder Safety Plan is an important component of our overall safety efforts. We strive for clear understanding, safe work practices, and involvement in the plan from every level of this establishment.

Affected Ladders

OSHA defines a "ladder" as a device with rungs, steps, or cleats used to gain access to a different elevation. Ladders come in three general types: (1) portable ladders, (2) fixed ladders, and (3) mobile ladder stands and stand platforms.

"Portable ladders" can be readily moved or carried and usually consist of side rails jointed at intervals by steps, rungs, or cleats. Stepladders, straight ladders, and extension ladders are examples of portable ladders. Baire's construction has the following portable ladders:

Ladder identifier:	Ladder type:	Ladder description:	Ladder location:
Werner NXT1A04 4ft & Werner NXT1A06 fiberglass 6-ft	Step ladder IA duty rating	Standard A frame Fiberglass (8ft, 10ft Reach Height) 300 lb. Load Capacity	Job site
Werner NXTIA08 8ft. & WERNER 10 ft. Fiberglass	Step ladder TIA duty rating	10 ft. Fiberglass Step Ladder (12 ft, 14 ft. Reach Height) 300 lb.	Job site
Werner D1220-2 Aluminum 20 ft	2 Section Extension Ladder	Aluminum Extension Ladder (19 ft. Reach Height) with 225 lb.	Job site

Construction and Design

Safe ladders begin with proper construction and design. All ladders at our worksite(s), no matter the ladder type, must be constructed and designed according to the following specifications:


ladder specifications.pdf


ladder specs 20ft.pdf

In addition, each ladder provided for use is constructed and designed according to the following specifications:

Ladder type:	Construction and design specifications:
Werner NXT1A04 4ft & Werner NXT1A06 fiberglass 6-ft	Lock top ladder top, EDGE 360 bracing, and slip-resistant foot pads.
Werner NXTIA08 8ft. & WERNER 10 ft. Fiberglass	Lock top ladder top, EDGE 360 bracing, and slip-resistant foot pads.
Werner D1220-2 Aluminum 20 ft	Extension Ladder duty rating of 225 pounds and interlocking side rails

Selection

Anyone about to purchase, rent, bring in, install, or otherwise obtain a ladder for use at our worksite(s) must contact Juan rodriguez. The Plan Administrator will perform a tentative evaluation of ladders to choose from, which involves the consideration of factors, such as, but not limited to, Safety Requirements: Ensuring the ladder meets OSHA standards for safety, including proper use, maintenance, and placement.

The Plan Administrator will then help in selecting a ladder that has the proper attributes desired and that meets with the provisions of the Construction and Design section of this plan. When the ladder arrives or is installed at the worksite, Juan Rodriguez must ensure that it meets the factors above and the construction and design specifications.

Safe Work Practices

To prevent employees from being injured while working on or near ladders, employees must adopt safe work practices for carrying, lifting, and handling; moving and transporting; placing and setting up; using; and storing ladders. Sometimes it is just as important to know what not to do as it is to know what to do. General safe work practice for all ladders includes the following:

Safe Extension Ladder Use—DO:

- Maintain a 3-point contact (two hands and a foot, or two feet and a hand) when climbing/descending a ladder.
- Face the ladder when climbing or descending.
- Keep the body inside the side rails.
- Use extra care when getting on or off the ladder at the top or bottom.
- Avoid tipping the ladder over sideways or causing the ladder base to slide out.
- Carry tools in a tool belt or raise tools up using a hand line. Never carry tools in your hands while climbing up/down a ladder.
- Extend the top of the ladder three feet above the landing.
- Keep ladders free of any slippery materials.
-

Safe Extension Ladder Use—DON'T:

- Place a ladder on boxes, barrels, or unstable bases.
- Use a ladder on soft ground or unstable footing.
- Exceed the ladder's maximum load rating.
- Tie two ladders together to make them longer.
- Ignore nearby overhead power lines.
- Move or shift a ladder with a person or equipment on the ladder.
- Lean out beyond the ladder's side rails.
- Use an extension ladder horizontally like a platform.

Safe Stepladder Use—DO:

- Read and follow all the manufacturer's instructions and labels on the stepladder.
- Look for overhead power lines before handling or climbing a ladder.
- Maintain a 3-point contact (two hands and a foot, or two feet and a hand) when climbing/descending a ladder.
- Stay near the middle of the ladder and face the ladder while climbing up/down.
- Use a barricade to keep traffic away from the ladder.
- Keep ladders free of any slippery materials.
- Only put ladders on a stable and level surface that is not slippery.

Safe Stepladder Use—DON'T:

- Use stepladders for a purpose other than that for which they were designed.
- Use a stepladder with spreaders unlocked.
- Use the top step or cap as a step.
- Place a ladder on boxes, barrels or other unstable bases.
- Move or shift a ladder with a person or equipment on the ladder.
- Use cross bracing on the rear of stepladders for climbing.
- Paint a ladder with opaque coatings.
- Use a damaged ladder.
- Leave tools/materials/equipment on stepladder.
- Use a stepladder horizontally like a platform.
- Use a metal stepladder near power lines or electrical equipment.

Maintenance

To ensure the safety and continued working condition of our ladders, we invest time and effort into their proper upkeep, which results in day-to-day reliability. Keeping up with the manufacturer's recommended maintenance schedules, as well as completing the proper records, will also increase our ladders' longevity.

Depending on the environment the ladders endure and their severity of use,

- Surface Conditions: Ladders should be used on stable surfaces to prevent slipping or sliding. Uneven surfaces can lead to instability and increase the risk of falling.
- Obstructions: The path of the ladder should be clear of obstructions to ensure safe access and exit.
- Electrical Hazards: In environments with electrical power sources, it is crucial to use ladders made of non-conductive materials, such as fiberglass, to avoid electrical shock hazards.
- Weight and Load Capacity: Ladders must be able to support the weight of the user and any tools or materials being carried. It is essential to select ladders with a duty rating that meets or exceeds the weight requirements of the task.
- Setup Angle: The angle of the ladder should be set according to the manufacturer's guidelines to ensure stability and prevent accidental displacement.

Juan Rodriguez/Supervisor complete(s) any recommended "breaking in" maintenance whenever Baires Construction purchases ladders. Juan Rodriguez follow(s) the manufacturers' safety instruction manuals for daily maintenance. Periodic maintenance (completed monthly or less frequently) is done by Mauro Eberle/ manager in all cases.

- When maintaining a ladder, the following general maintenance procedures must be met:
- Inspect Safety Labels: Ensure all safety labels are fully attached and legible to prevent misuse.
- Check Duty Rating: Verify the ladder's weight limit and ensure it is visible to avoid overloading.
- Examine Locks and Spreader Braces: Ensure they are functioning properly and secure.
- Inspect Steps and Rungs: Check for damage or wear, such as cracks or splintering.
- Check Rails: Look for any cracks or weaknesses in the rails.
- Lubricate Moving Parts: Regularly lubricate the ladder's moving parts to prevent stiffness or rust.
- Keep Clean: Regularly clean the ladder to remove dirt and grease that could affect performance.
- Protect from Damage: Store ladders away from heat, impact, and corrosive materials.
- Avoid as a Storage Shelf: Never use a ladder as a storage shelf to prevent damage.

Following these procedures will help ensure the safety and longevity of your ladders.

Inspection

Baires Construction Corp seeks to prevent injuries and fatalities caused by ladders by establishing an inspection process that identifies and addresses ladder safety and compliance concerns.

If a hazardous condition, defect, or noncompliant ladder is discovered by any employee during an inspection or at any other time, the problem must be reported immediately to Juan Rodriguez/ Supervisor, and the Repair and Modification section of this Ladder Safety Plan kicks in. Whether a problem is discovered or not, all ladder inspection records are submitted and maintained as specified under the Recordkeeping section of this plan.

- More frequently than necessary, which means inspections are conducted when workplace conditions, circumstances, or events occur that warrant an additional check of ladders to ensure that they are safe for employees to use (i.e., that the ladder does not increase the risk of a fall or electrocution).

Repair and Modification

If any deficiencies are discovered during ladder inspections, or at any other time, the problem will be brought to the attention of Juan Rodriguez, who will immediately ensure the ladder is:

1. Tagged or marked for service. "Dangerous, do not use."
2. Removed from service until the hazard or defect is corrected or repaired. (A fixed ladder is considered removed from service if it is tagged as described above and guarded or blocked such as with a plywood attachment that spans several rungs.)
3. Examined for the extent of the reported damage, deficiency, or noncompliance to determine whether it, in fact, constitutes a safety hazard or compliance issue.
4. Repaired, replaced, or disposed of, as necessary, by Mauro Eberle. When any correction or repair involves the structural integrity of the ladder, Juan Rodriguez ensures that Mauro Eberle performs or supervises the correction or repair.
5. Put through an inspection after any major repair or design modification.
6. Put back into service if fully repaired and the ladder passes inspection.

No modifications or alterations that affect the capacity, stability, safe operation, intended use, or structural integrity of the ladder may be made without the manufacturer's written approval. If such modifications or alterations are made, the capacity, operation, and maintenance instruction plates, tags, or decals must be changed accordingly. In no case may the original safety factor of the ladder be reduced.

Training

It is the policy of Baires Construction Corp to permit only trained and authorized employees to use, inspect, maintain, or repair ladders at any time. Under no circumstances shall employees perform work requiring a ladder or otherwise climb or use a ladder on the job until they have successfully completed our safety training program for ladders. This includes all new employees, regardless of claimed previous experience. The following contractors and departments receive training:

Juan Rodriguez / Supervisor will identify all current and new employees (including contract and temporary employees) who require training and then schedule training times for those employees.

Our Supervisor shall ensure that each employee has been trained by a competent person in the following areas, as applicable: Our ladder safety training program covers the following topics:

- The nature of hazards in the work area
- The correct procedures for erecting, maintaining, and disassembling the fall protection systems to be used.
- The proper construction, use, placement, and care in handling of all stairways and ladders
- The maximum intended load-carrying capacities of ladders and – The standards contained in 1926. 1053 subpart X.

Juan rodriguez has overall responsibility for the safety of employees and will verify compliance with OSHA training requirements, as applicable, for each employee required to be trained.

In addition, Juan rodriguez has the responsibility of determining whether an employee who has already been trained does not have the knowledge, understanding, and/or skill required under the training program. Retraining shall be provided for each employee as necessary so that the employee maintains the understating and knowledge acquired through compliance with this guideline.

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Personal Protective Equipment (PPE)

Purpose

The purpose of this written Personal Protective Equipment (PPE) Program is to document the hazard assessment measures we have in place, as well as the eye, face, head, foot, hand, and/or personal fall protection systems we have in use, in accordance with OSHA 29 CFR 1910 Subpart I.

We at Baires Construction Corp believe it is our obligation to provide a hazard-free environment to our employees. Each employee encountering hazardous conditions must be protected against the potential hazards. The purpose of PPE is to shield or isolate individuals from hazards that may be present in the workplace. However, PPE devices are not to be relied on as the only means to provide protection against hazards. Rather, PPE devices are used in conjunction with other feasible control measures and sound work practices. If possible, hazards will be abated first through engineering and administrative controls, with PPE to protect against hazards that cannot reasonably be abated otherwise.

Establishing an overall written PPE Program detailing what PPE employees use in which work areas documents our PPE efforts and makes it easier to ensure that they use PPE properly in the workplace. If, after reading this program, you find that improvements can be made, please contact the Safety and Health Manager, Name/title. We encourage all suggestions because we are committed to the success of our PPE Program. We strive for clear understanding, safe behavior, and involvement in the program from every level of the company.

Administrative Duties

The Safety and Health Manager, Juan Rodriguez, is the PPE Program Coordinator, who has overall responsibility for the program. Juan Rodriguez will designate appropriate supervisors to assist in training each employee and monitoring employee use of PPE. This written program is kept in Office at 20094 NE 15th Ct, Miami FL .

Hazard Assessment

In order to assess the need for PPE, the following steps are taken:

1. The Safety and Health Manager, with other appropriate employees Name/title, identifies job classifications where exposures occur or could occur. The Safety and Health Manager or designee examines the following records to identify and rank jobs according to exposure hazards:
    - Injury/illness records
    - First aid logs
2. The Safety and Health Manager conducts a walk-through survey of workplace areas where hazards exist or may exist to identify sources of hazards to employees. This person considers these basic hazard categories:
    - Motion or impact
    - Extreme temperatures
    - Chemical or biological
    - Harmful dust
    - Light (optical) radiation
    - Employee falls and falling/dropped objects
    - Sharp objects
    - Compressing, rolling, or pinching objects
    - Electrical, including static electricity discharge

During the walk-through survey the Safety and Health Manager observes and records the following hazards along with PPE currently in use (type and purpose):

- Sources of motion or impact (e.g., machinery or processes where any movement of tools, machine elements, or particles could exist, or movement of personnel that could result in collision with stationary objects):
- Sources of extreme temperatures that could result in burns, eye injury, ignition of protective equipment, frostbite, etc.:
- Sources of harmful dust:
- Sources of light (optical) radiation, e.g., welding, brazing, cutting, furnaces, heat treating, high-intensity lights, etc.:
- Sources of employee fall hazards or the potential for falling or dropping objects:
- Sources of sharp objects that might pierce the feet or cut the hands:
- Sources of compressing, rolling, or pinching objects that could crush the feet:
- Sources of electrical hazards such as electric shock or burns (from electric arcs, blasts, or heat), as well as static electricity discharge:
- Layout of workplace and location of co-workers:

3. Following the walk-through survey, the Safety and Health Manager organizes the data and information for use in the assessment of hazards to analyze the hazards and enable proper selection of protective equipment.
4. An estimate of the potential for injuries is then made for each hazard. Each of the basic hazards is reviewed and a determination made as to the injury type and the severity, probability, and overall risk of each potential injury for each hazard found. The existence of any situations where multiple exposures occur or could occur is considered.
5. The Safety and Health Manager documents the hazard assessment via 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
    - That the document is a certification of hazard assessment.

PPE Selection Guidelines

Once any hazards have been identified and evaluated through hazard assessment, the general procedure for selecting protective equipment is to:

1. Become familiar with the potential hazards, the type of PPE that are available, and what they can do.
2. Compare types of PPE to:
    - The hazards,
    - Work conditions,
    - The work environment (including seasonal weather changes),
    - The jobs impacted.
3. Review any PPE performance information from suppliers so that we know if the PPE meets OSHA requirements.
4. Select the PPE that meets selection requirements found in the OSHA regulations and ensures a level of protection equal to or greater than the minimum required to protect employees from hazards. Outside consultation, manufacturers' assistance, and other recognized authorities may be consulted if there is any doubt regarding proper selection.
5. Fit the user with proper, comfortable, well-fitting protection and instruct each employee on care and use of the PPE. It is very important that the users are aware of all warning labels for and limitations of their PPE.

It is the responsibility of the Safety and Health Manager to reassess the workplace hazard situation as necessary, to identify and evaluate new equipment and processes, to review injury and illness records, and reevaluate the suitability of previously selected PPE. This reassessment will take place as needed, but at least once a month.

Elements that should be considered in the reassessment include:

- Adequacy of PPE Program
- Injury and illness experience

- Levels of exposure (this implies appropriate exposure monitoring)
- Adequacy of equipment selection
- Whether PPE or PPE components have been or will be modified or substituted (modified or substituted parts should be evaluated to determine if they meet OSHA regulations before they are put into use)
- Number of person-hours that workers wear various protective ensembles
- Adequacy of training/fitting of PPE
- PPE costs
- Adequacy of PPE Program records
- Recommendation for PPE Program improvement and modification
- How PPE coordinates with overall safety and health efforts

PPE Provision and Payment

Where PPE is required by OSHA regulations or by the company, it will be provided to each employee required to use that PPE. The PPE is provided at no cost to each employee, unless provided by the exceptions listed in the OSHA regulations. We will also pay for PPE replacement, except when the employee has lost or intentionally damaged the equipment. Also, if an employee pays for and provides his or her own required PPE, and the Safety and Health Manager determines that that equipment is adequate, maintained, and in sanitary condition, then the employee may use the PPE, but, in that case, we are not required to reimburse the employee for the cost of it.

Employee Training

The most thorough PPE program will not be effective if employees do not wear PPE, or if they wear the equipment, they do not do so appropriately. The only way to ensure that each of our employees is aware of the purpose of wearing PPE and how the equipment is to be worn is to train each employee. Simply put, employee training is an important part of the PPE Program and is essential for correct PPE use.

The Safety and Health Manager and/or supervisor provides training for each employee who is required to use PPE. Training includes:

- When PPE is necessary
- What PPE is necessary
- How to put on, take off, adjust, and wear assigned PPE;
- Limitations of PPE; and
- The proper care, maintenance, useful life, and disposal of assigned PPE.

In addition, if personal fall protection systems are used (such as personal fall arrest systems, positioning systems, and travel restraint systems), a qualified person must train the employee in:

- The nature of the fall hazards in the work area and how to recognize them;
- The procedures to be followed to minimize those fall hazards;

- The correct procedures for installing, inspecting, operating, maintaining, and disassembling the personal fall protection systems that the employee uses; and
- The correct use of personal fall protection systems and equipment, including, but not limited to, proper hook-up, anchoring, and tie-off techniques, and methods of equipment inspection and storage, as specified by the manufacturer.

Our information and training is provided to each employee in a manner that the employee understands. In turn, each employee must demonstrate an understanding of the training and the ability to use the PPE properly before he or she is allowed to perform work requiring the use of the equipment.

Employees are prohibited from performing work without donning appropriate PPE to protect them from the hazards they will encounter in the course of that work.

If the Safety and Health Manager has reason to believe an employee does not have the understanding or skill required, the employer must retrain. Since an employee's supervisor is in the best position to observe any problems with PPE use by individual employees, the Safety and Health Manager will seek this person's input when making this determination. Circumstances where retraining may be required include:

- Changes in the workplace, which would render previous training obsolete.
- Changes in the types of PPE to be used, which would render previous training obsolete; and
- Inadequacies in an affected employee's knowledge or use of the assigned PPE, which indicates that the employee has not retained the necessary understanding or skill.

Because failure to comply with company policy concerning PPE can result in employee injury or illness, an employee who does not comply with this PPE Program will be disciplined for noncompliance according to the following schedule: Describe schedule of discipline.

Cleaning and Maintenance

It is important that all PPE be kept clean and properly maintained by the employee to whom it is assigned. PPE is to be inspected, cleaned, and maintained by employees at regular intervals as part of their normal job duties so that the PPE provides the requisite protection. Supervisors are responsible for ensuring compliance with cleaning responsibilities by employees. If PPE is for general use, the Safety and Health Manager have responsibility for cleaning and maintenance.

It is against work rules to use PPE that is in disrepair or not able to perform its intended function. If a piece of PPE needs repair, adjustment, or replacement, it is the responsibility of the employee to bring it to the immediate attention of his or her supervisor or the Safety and Health Manager, who will remove it from service and have it properly discarded, repaired, or adjusted as necessary. The supervisor or the Safety and Health Manager will

ensure the employee is loaned proper PPE as necessary if his or her PPE is being serviced or new PPE is being ordered.

PPE-Specific Information

Eye and Face Protection

To help prevent eye and face injuries, including those resulting from flying particles, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or light radiation, for example, it is the policy of the company that as a condition of employment, all regular full-time, part-time, contract, and temporary employees working in designated work areas and/or job assignments are required to wear either:

- Protective eye and face protection devices that comply with:
    - The 1989 (R-1998) edition of ANSI Z87.1, "Practice for Occupational and Educational Eye and Face Protection," or
    - The 2003 or 2010 editions of ANSI Z87.1, "Occupational and Educational Personal Eye and Face Protection Devices"; or
- Protective eye and face devices our company can demonstrate to be just as effective as the above.

Based on our hazard assessment, designated work areas and/or job assignments, their eye and face hazards, and selected protection include the following:

-Work Areas and/or Job Assignments Involving Eye and Face Hazards

- IMPACT - Chipping, grinding machining, masonry work, woodworking, sawing, drilling, chiseling, powered fastening, riveting, and sanding

-Eye and Face Hazards

- Flying fragments, objects, large chips, particles sand, dirt, etc.

-Type of Eye and/or Face Protection Selected

- Spectacles with side protection, goggles, face shields.

All our employees, contractors, and temporary employees who work in or are assigned to designated work areas and/or job assignments:

- Are responsible for wearing eye and/or face protection as required by this policy.
- May not alter or remove eye and/or face protection when eye and/or face hazards are present, even though an employee may find it cumbersome; and
- Must routinely inspect and properly care for their eye and face protection.

Failure to comply with policy will result in disciplinary action up to and including discharge. All supervisors and managers are responsible for ensuring employees under their charge are in compliance with this policy.

Foot Protection

Foot protection should not be used as a substitute for engineering and work practice controls. Protective footwear does not eliminate a hazard. For this reason, we use foot protection in conjunction with these controls to provide for employee safety and health in the workplace. Each affected employee must use protective footwear where there is a danger of foot injuries due to falling or rolling objects, objects piercing the sole, or electrical hazards like static discharge or electric shock.

Therefore, to prevent foot injuries, it is the policy of the company that as a condition of employment, all regular full-time, part-time, contract, and temporary employees working in designated work areas and/or job assignments are required to wear proper foot protection. Specifically, when performing *general industry* work, employees in the designated work areas and/or job assignments listed below are required to wear either:

- Foot protection that complies with:
    - The 1991 or 1999 editions of ANSI Z41, "American National Standard for Personal Protection — Protective Footwear"; or
    - Both ASTM F2412-2005, "Standard Test Methods for Foot Protection" and ASTM F2413-2005, "Standard Specification for Performance Requirements for Protective Footwear"; or
- Footwear our company can demonstrate to be just as effective as the above.

When performing *construction* work, employees in the designated work areas listed below are required to wear safety toe footwear that meets ANSI Z41.1-1967, "American National Standard for Men's Safety-Toe Footwear."

Based on our hazard assessment, designated work areas and/or job assignments, their foot hazards, and selected protection include the following:

Work Areas and/or Job Assignments Involving Foot Hazards

- Employees whose job duties require lifting, carrying, or moving objects weighing more than fifteen pounds, or who are likely to step on sharp objects, may need footwear with steel or composite safety toes and metatarsal guards. Chemical-resistant shoes and slip-on overshoes can protect against various toxic substances.

Foot Hazards

- objects such as nails, wire, tacks, screws, large staples, scrap metal etc., could be stepped on by employees causing a foot injury

Type of Foot Protection Selected

Each affected employee should wear protective footwear when working in areas where there is a danger of foot injuries due to falling and rolling objects, or objects piercing the sole and where such employees' feet are exposed to electrical hazards.

Safety shoes and boots which meet the ANSI Z41-1991 Standard provide both impact and compression protection. Steel-toed shoes, with a defined heel are required on many work sites. The company requires the wearing of steel-toed shoes for anyone in the field except for office personnel who are restricted to the office trailers.

Our personnel Department is responsible for informing new employees who are assigned to the designated work areas and/or job assignments of the foot protection policy and the procedures for obtaining foot protection. The new employee is responsible for reporting on his or her first day of work wearing approved foot protection.

All our employees, contractors, and temporary employees who work in or are assigned to designated work areas and/or job assignments:

- Are responsible for wearing foot protection as required by this policy.
- May not alter or remove foot protection when foot hazards are present, even though an employee may find it cumbersome; and
- Must routinely inspect and properly care for their foot protection.

Failure to comply with policy will result in disciplinary action up to and including discharge. All supervisors and managers are responsible for ensuring employees under their charge are in compliance with this policy.

Hand Protection

Hand injuries are common in any workplace. Common hazards to the hands include mechanical injuries (cuts, punctures, crushing, and scrapes); extreme heat or cold; electrical shock or burns from electric arcs, blasts, or heat; and skin irritation from chemicals or germs. Therefore, it is the policy of the company that as a condition of employment, all regular full-time, part-time, part-time, contract, and temporary employees working in designated work areas and/or job assignments are required to wear proper hand protection.

Based on our hazard assessment, designated work areas and/or job assignments, their hazards, and selected protection include the following:

Work Areas and/or Job Assignments Involving Hand Hazards

- Machinery and Equipment
- Construction Sites
- Laboratories

Hand Hazards

Hand injuries account for approximately 1/3 of all disabling job-related injuries each year. Pinch points cause over 80% of these injuries. These injuries are of all kinds, such as cuts, bruises, fractures, and amputations. Approximately 20% of These injuries become infected. Hand injuries are most common in construction, manufacturing, and processing industries. There are certain precautions that must be taken to prevent hand injury.

Type of Hand Protection Selected

The company will select and require employees to use appropriate hand protection when employees' hands are exposed to hazards such as those from skin absorption of harmful substances, severe cuts or lacerations, sever abrasions, punctures, chemical burns, thermal burns, and harmful temperature extremes.

The selection of the appropriate hand protection will be based on an evaluation of the performance characteristics of the hand protection relative to the task(s) to be performed, conditions present, duration of use and the hazards and potential hazards identified.

All field employees should obtain work gloves suitable for the work they will perform. Gloves shall be worn when required.

All our employees, contractors, and temporary employees who work in or are assigned to designated work areas and/or job assignments:

- Are responsible for wearing protection as required by this policy;
- May not alter or remove hand protection when hand hazards are present, even though an employee may find it cumbersome; and
- Must routinely inspect and properly care for their hand protection.

Failure to comply with policy will result in disciplinary action up to and including discharge. All supervisors and managers are responsible for ensuring employees under their charge are in compliance with this policy.

Head Protection

To help prevent head injuries, including those resulting from falling objects, bumping the head against a fixed object, or electrical shock, it is the policy of the company that as a condition of employment, all regular full-time, part-time, contract, and temporary employees working in designated work areas and/or job assignments are required to wear either:

- Head protection that complies with:
    - The 1997 edition of ANSI Z89.1, "American National Standard for Personnel Protection — Protective Headwear for Industrial Workers — Requirements," or
    - The 2003 or 2009 editions of ANSI Z89.1, "American National Standard for Industrial Head Protection;" or
- Head protection devices our company can demonstrate to be just as effective as the above.

Based on our hazard assessment, designated work areas and/or job assignments, their head hazards, and selected protection include the following:

Work Areas and/or Job Assignments Involving Head Hazards

carpenters, electricians, linemen, mechanics and repairers, plumbers and pipe fitters, assemblers, packers, wrappers, sawyers, welders, laborers, freight handlers, timber cutting and logging, stock handlers, and warehouse laborers.

Head Hazards

working below other workers who are using tools and materials which could fall; working around or under conveyor belts which are carrying parts or materials; working below machinery or processes which might cause material or objects to fall; and working on exposed energized conductors.

Type of Head Protection Selected

Approved hard hats (ANSI-Z89.1-1986) in good condition are required. Each affected employee shall wear protective helmets, designed to reduce electrical shock hazard. When near exposed electrical conductors, which could contact the head (ANSI - Z89.2-1971). Metal hard hats shall not be worn.

All our employees, contractors, and temporary employees who work in or are assigned to designated work areas and/or job assignments:

- Are responsible for wearing head protection as required by this policy;
- May not alter or remove head protection when head hazards are present, even though an employee may find it cumbersome; and
- Must routinely inspect and properly care for their head protection.

Failure to comply with policy will result in disciplinary action up to and including discharge. All supervisors and managers are responsible for ensuring employees under their charge are in compliance with this policy.

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Respiratory protection program

This respirator program specifies operating procedures to ensure the protection of all employees from respiratory hazards through proper selection and use of respirators. Respirators are to be used only in areas where engineering controls are not feasible, while engineering controls are being installed, or in emergencies. This program meets the requirements of the Respiratory Protection Standard at 1910.134.

Administrative duties

At Baires Construction Corp, our Respiratory Protection Program administrator is Juan Rodriguez. This person is solely responsible for all facets of the program and has full authority to make necessary decisions to ensure success of this program. The program administrator's duties include purchasing equipment necessary to implement and operate the program. The administrator will develop written detailed instructions covering each of the basic elements in this program, and is the sole person authorized to amend these instructions.

The program administrator is qualified, by appropriate training and experience relative to the complexity of the program, to administer our Respiratory Protection Program and conduct the necessary evaluations of program effectiveness.

Employees may review a copy of our Respiratory Protection Program. It is located at job site/Office. The program administrator reviews this program periodically to ensure its effectiveness. Only the program administrator may amend the written program.

Respirator selection

Respirators are selected based on respiratory hazards to which the worker is exposed and workplace and user factors that affect respirator performance and reliability. All decisions made regarding respirator selection is done by the program administrator.

The administrator will develop detailed written standard operating procedures for the selection of respirators using 1910.134(d) and the following guidelines:

- Primary Objective: Prevent atmospheric contamination by using engineering controls and appropriate respirators when necessary.
- Respirator Selection: Employers must evaluate workplace hazards and select respirators based on user factors and the specific hazards present.
- Compliance: Employers are responsible for maintaining a respiratory protection program that includes the requirements outlined in the standard.
- Safety Precautions: Proper use of respirators is crucial; improper use can pose hazards to workers.

Detailed procedures will be included as appendices to this program. Outside consultation, manufacturer's assistance, and other recognized authorities may be consulted regarding proper selection.

Our company's selection procedures include coverage of the following OSHA requirements:

1. Hazard Assessment: Employers must conduct a thorough assessment to identify and evaluate respiratory hazards in the workplace, including the type, concentration, and duration of exposure to harmful substances.

2. Respirator Selection: Based on the hazard assessment, appropriate respirators must be selected. This selection should consider the nature of the hazard and the protection factor provided by the respirator.

3. Medical Evaluations: Before employees are assigned a respirator, they must undergo medical evaluations to ensure they can safely wear the device without adverse health effects.

4. Fit Testing: Employees using tight-fitting respirators must be fit-tested to ensure a proper seal. This test should occur before initial use and at least annually thereafter.

5. Training: Comprehensive training must be provided to employees on the proper use, care, and maintenance of respirators. This includes instruction on how to turn on and off the respirator, its limitations, and the reasons for its use.

6. Maintenance and Care: Employers must establish procedures for the proper cleaning, disinfection, storage, and maintenance of respirators. This includes regular inspections for damage and replacing worn or defective parts.

7. Program Evaluation: The effectiveness of the respiratory protection program must be regularly evaluated, and necessary adjustments should be made to ensure compliance with OSHA standards.

8. Recordkeeping: Employers are required to maintain records of medical evaluations, fit test results, and the written respiratory protection program.

Selection procedure checklist

When selecting respirators, we use the following guidelines:

- Select and provide respirators based on respiratory hazard(s) to which a worker is exposed and workplace and user factors that affect respirator performance and reliability.
- Select a NIOSH-certified respirator. (NIOSH stands for the National Institute for Occupational Safety and Health)
- Identify and evaluate the respiratory hazard(s) in the workplace, including a reasonable estimate of employee exposures to respiratory hazard(s) and an identification of the contaminant's chemical state and physical form. Consider the atmosphere to be immediately dangerous to life or health (IDLH) if you cannot identify or reasonably estimate employee exposure.
- Select respirators from a sufficient number of respirator models and sizes so that the respirator is acceptable to, and correctly fits, the user.

When selecting respirators for IDLH atmospheres, we follow these guidelines:

- Provide these respirators:
  - A full facepiece pressure demands self-contained breathing apparatus (SCBA) certified by NIOSH for a minimum service life of thirty minutes, or
  - A combination of full facepiece pressure demand supplied-air respirator Self-contained breathing apparatus (SAR) with auxiliary self-contained air supply.
- Provide respirators NIOSH-certified for escape from the atmosphere in which they will be used when they are used only for escape from IDLH atmospheres.
- Consider all oxygen-deficient atmospheres to be IDLH. Exception: If we can demonstrate that, under all foreseeable conditions, the oxygen concentration can be maintained within the ranges specified in Table II of 1910.134 (i.e., for the altitudes set out in the table), then any atmosphere-supplying respirator may be used.

When selecting respirators for atmospheres that are not IDLH:

- Provide a respirator that is adequate to protect the health of the employee and ensure compliance with all other OSHA statutory and regulatory requirements, under routine and reasonably foreseeable emergency situations.

- Select a respirator that meets or exceeds the required level of employee protection by using the assigned protection factors (APFs) listed in 1910.134 Table 1.
- For combination respirators (e.g., airline respirators with an air-purifying filter, ensure that the APF is appropriate to the mode of operation in which the respirator is being used.
- Select a respirator for employee use that maintains the employee's exposure to the hazardous substance at or below the maximum use concentration (MUC), when measured outside the respirator.
- Do not apply MUCs to conditions that are immediately dangerous to life or health (IDLH); instead use respirators listed for IDLH conditions in 1910.134(d)(2).
- Set the MUC at the lower limit when the calculated MUC exceeds the IDLH level for a hazardous substance or the performance limits of the cartridge or canister.
- Select respirators appropriate for the chemical state and physical form of the contaminant.
- For protection against gases and vapors, provide:
  - An atmosphere-supplying respirator, or
  - An air-purifying respirator, provided that: (1) The respirator is equipped with an end-of-service-life indicator (ESLI) certified by NIOSH for the contaminant; or (2) If there is no ESLI appropriate for conditions in our workplace, implement a change schedule for canisters and cartridges that is based on objective information or data that will ensure that canisters and cartridges are changed before the end of their service life. Describe in the respirator program the information and data relied upon and the basis for the canister and cartridge change schedule and the basis for reliance on the data.
- For protection against particulates, provide:
  - An atmosphere-supplying respirator; or
  - An air-purifying respirator equipped with a filter certified by NIOSH under 30 CFR part 11 as a high efficiency particulate air (HEPA) filter, or an air-purifying respirator equipped with a filter certified for particulates by NIOSH under 42 CFR 84; or
  - For contaminants consisting primarily of particles with mass median aerodynamic diameters (MMAD) of at least 2 micrometers, an air-purifying respirator equipped with any filter certified for particulates by NIOSH.

Respirator types and uses

Only NIOSH-certified respirators are selected and used. Where practicable, the respirators will be assigned to individual workers for their exclusive use. The following types of respirators are in use in this facility: 3M paint project reusable respirators (model No H-6021).

Medical evaluations

A medical evaluation to determine whether an employee can use a respirator is necessary to prevent injuries or illnesses from the physiological burden imposed by respirator use.

Employees will not be assigned to tasks requiring use of respirators nor fit tested unless it has been determined that they are physically able to perform the work and use the respirator.

All medical questionnaires and examinations are confidential and handled during the employee's normal working hours or at a time and place convenient to the employee. All employees are provided with an opportunity to discuss the questionnaire and examination results with their physician or other licensed health care professional (PLHCP).

Before any initial examination or questionnaire is given, we supply the PLHCP with the following information so that PLHCP can make the best recommendation concerning an employee's ability to use a respirator:

- Type and weight of the respirator to be used by the employee;
- Duration and frequency of respirator use (including use for rescue and escape);
- Expected physical work effort;
- Additional protective clothing and equipment to be worn;
- Temperature and humidity extremes that may be encountered.

The recommendation contains the following information:

- Limitations on respirator use related to the medical condition of the employee, or relating to the workplace conditions in which the respirator will be used, including whether or not the employee is medically able to use the respirator.
- The need, if any, for follow-up medical evaluations; and
- A statement that the PLHCP has provided the employee with a copy of the PLHCP's written recommendation.

Follow-up medical examination

A follow-up medical examination will be provided if a positive response is given to any question among questions 1 through 8 in Section 2, Part A of Appendix C of 1910.134 or if an employee's initial medical examination demonstrates the need for a follow-up medical examination. Our follow-up medical examination includes tests, consultations, or diagnostic procedures that the PLHCP deems necessary to make a final determination.

If the respirator is a negative pressure respirator and the PLHCP finds a medical condition that may place the employee's health at increased risk if the respirator is used, our company will provide a powered air-purifying respirator (PAPR) if the PLHCP's medical evaluation finds that the employee can use such a respirator. If a subsequent medical evaluation finds that the employee is medically able to use a negative pressure respirator, then we are no longer required to provide a PAPR.

Additional medical examinations

Our company provides additional medical evaluations if:

- An employee reports medical signs or symptoms that are related to ability to use a respirator;
- A PLHCP, supervisor, or the respirator program administrator informs the employer that an employee needs to be reevaluated;
- Information from the respiratory protection program, including observations made during fit testing and program evaluation, indicates a need for employee reevaluation; or

- A change occurs in workplace conditions (e.g., physical work effort, protective clothing, temperature) that may result in a substantial increase in the physiological burden placed on an employee.

Each employee required to wear a respirator will fill out a Medical Evaluation Questionnaire. The Medical Evaluation Questionnaire will be read by a PLHCP. If the PLHCP determines a follow-up examination is necessary, the employee shall make themselves available, during regular business hours, for the follow-up examination. Once the PLHCP has performed all the required duties a written recommendation shall be rendered by the PLHCP for the type of respirator which can be worn.

Fit testing procedures

Respirators must fit properly to provide adequate protection. If a tight seal is not maintained between the facepiece and the employee's face, contaminated air will be drawn into the facepiece and be breathed by the employee. Fit testing seeks to protect the employee against breathing contaminated ambient air and is one of the core provisions of our respirator program.

Fit testing may be either qualitative or quantitative. Qualitative fit testing (QLFT) involves the introduction of a gas, vapor, or aerosol test agent into an area around the head of the respirator user. If that user can detect the presence of the test agent through subjective means, such as odor, taste, or irritation, the respirator fit is inadequate.

In a quantitative respirator fit test (QNFT), the adequacy of respirator fit is assessed by measuring the amount of leakage into the respirator, either by generating a test aerosol as a test atmosphere, using ambient aerosol as a test agent, or using controlled negative pressure to measure the volumetric leak rate. Appropriate instrumentation is required to quantify respirator fit in QNFT.

Management is responsible for ensuring employees are fit tested at the following times with the same make, model, style, and size of respirator that will be used:

- Before any of our employees are required to use any respirator with a negative or positive pressure tight-fitting facepiece;
- Whenever a different respirator facepiece (size, style, model, or make) is used;
- At least annually;
- Whenever the employee reports, or our company, PLHCP, supervisor, or Program Administrator makes visual observations of changes in the employee's physical condition that could affect respirator fit. Such conditions include, but are not limited to, facial scarring, dental changes, cosmetic surgery, or an obvious change in body weight; and
- When the employee, subsequently after passing a QLFT or QNFT, notifies the company, Program Administrator, supervisor, or PLHCP that the fit of the

respirator is unacceptable. That employee will be retested with a different respirator facepiece.

Employees must pass one of the following fit test types that follow the protocols and procedures contained in 1910.134 Appendix A:

- QLFT (Only used to fit test negative pressure air-purifying respirators that must achieve a fit factor of 100 or less. May be used to test tight-fitting atmosphere-supplying respirators and tight-fitting powered air-purifying respirators if tested in the negative pressure mode); or
- QNFT (May be used to fit test a tight-fitting half facepiece respirator that must achieve a fit factor of 100 or greater OR a tight-fitting full facepiece respirator that must achieve a fit factor of 500 or greater OR tight-fitting atmosphere-supplying respirators and tight-fitting powered air-purifying respirators if tested in the negative pressure mode).

Our workplace-specific fit testing procedures include the following:

The new rule requires three different test exercises followed by two redonning's of the respirator. The three test exercises, listed in order of administration, are normal breathing, bending over and head shaking. The procedures for administering the CNP REDON protocol is summarized below:

- **Facing forward**. In a normal standing position, without talking, breathe normally for 30 seconds; then, while facing forward, hold breath for 10 seconds during sampling.
- **Bending over.** Bend at waist for 30 seconds and hold breath for 10 seconds during sampling.
- **Head shaking.** Shake head back and forth vigorously several times while shouting for approximately three seconds and, while facing forward, hold breath for 10 seconds during sampling.
- **First redonning.** Remove respirator, loosen all face-piece straps, and then redon the respirator mask; after redonning the mask, face forward and hold breath for 10 seconds during sampling.
- Second redonning. Remove respirator, loosen all face-piece straps, and then redon the respirator mask gain; after redonning the mask, face forward and hold breath for 10 seconds during sampling.

Employees required to wear a respirator must be fitted properly and tested for a face seal prior to use of the respirator in a contaminated area. Manufacturers provide fitting instructions and use limitations on the product packaging.

Facepiece seal protection

- Do not permit respirators with tight-fitting facepieces to be worn by employees who have:
  - Facial hair that comes between the sealing surface of the facepiece and the face or that interferes with valve function; or
  - Any condition that interferes with the face-to-facepiece seal or valve function.
- If an employee wears corrective glasses or goggles or other personal protective equipment, ensure that such equipment is worn in a manner that does not interfere with the seal of the facepiece to the face of the user.
- For all tight-fitting respirators, ensure that employees perform a user seal check each time they put on the respirator using the procedures in 29 CFR 1910.134 Appendix B-1 (User Seal Check Procedures) or procedures recommended by the respirator manufacturer that you can demonstrate are as effective as those in Appendix B-1.

Continuing respirator effectiveness

- Appropriate surveillance must be maintained of work area conditions and degree of employee exposure or stress. When there is a change in work area conditions or degree of employee exposure or stress that may affect respirator effectiveness, reevaluate the continued effectiveness of the respirator.
- Ensure that employees leave the respirator use area:
  - To wash their faces and respirator facepieces as necessary to prevent eye or skin irritation associated with respirator use; or
  - If they detect vapor or gas breakthrough, changes in breathing resistance, or leakage of the facepiece; or
  - To replace the respirator or the filter, cartridge, or canister elements.
- If the employee detects vapor or gas breakthrough, changes in breathing resistance, or leakage of the facepiece, replace or repair the respirator before allowing the employee to return to the work area.

Procedures for IDLH atmospheres

We ensure that:

- One employee or, when needed, more than one employee is located outside the IDLH atmosphere;
- Visual, voice, or signal line communication is maintained between the employee(s) in the IDLH atmosphere and the employee(s) located outside the IDLH atmosphere;
- The employee(s) located outside the IDLH atmosphere are trained and equipped to provide effective emergency rescue;
- The employer or designee is notified before the employee(s) located outside the IDLH atmosphere enter the IDLH atmosphere to provide emergency rescue;
- The employer or designee authorized to do so by the company, once notified, provides necessary assistance appropriate to the situation;

Employee(s) located outside the IDLH atmospheres are equipped with:

- Pressure demand or other positive pressure self-contained breathing apparatuses (SCBAs), or a pressure demand or other positive pressure supplied-air respirator with auxiliary SCBA; and either:
- Appropriate retrieval equipment for removing the employee(s) who enter(s) these hazardous atmospheres where retrieval equipment would contribute to the rescue of the employee(s) and would not increase the overall risk resulting from entry; or
- Equivalent means for rescue where retrieval equipment is not required under the bullet item above this one.

Procedures for interior structural firefighting

In addition to the requirements for IDLH atmospheres, in interior structural fires, we ensure that:

- At least two employees enter the IDLH atmosphere and remain in visual or voice contact with one another at all times;
- At least two employees are located outside the IDLH atmosphere; and
- All employees engaged in interior structural firefighting use SCBAs.

Notes:

One of the two individuals located outside the IDLH atmosphere may be assigned to an additional role, such as incident commander in charge of the emergency or safety officer, so long as this individual is able to perform assistance or rescue activities without jeopardizing the safety or health of any firefighter working at the incident.

Nothing in this proper use procedures section is meant to preclude firefighters from performing emergency rescue activities before an entire team has assembled.

Maintenance and care procedures

In order to ensure the continuing protection of respirators, our company has established maintenance and care procedures and schedules.

Cleaning and disinfecting

We provide each respirator user with a respirator that is clean, sanitary, and in good working order. We ensure that respirators are cleaned and disinfected using the procedures outlined in the Respiratory Protection standard at Appendix B-2 and/or on the recommendation of the manufacturer.

The respirators are cleaned and disinfected at the following intervals:

- Issued for the exclusive use of an employee: As often as necessary to be maintained in a sanitary condition.
- Issued to more than one employee: Before being worn by different individuals.
- Maintained for emergency use: After each use.
- Used in fit testing and training: After each use.

In order to meet these intervals, we have created the following schedules to be used for each respirator: List schedules.

Storage

Proper storage of respirators ensures that the equipment is protected and not subject to environmental conditions that may cause deterioration. We ensure that respirators are stored to protect them from damage, contamination, dust, sunlight, extreme temperatures, excessive moisture, and damaging chemicals. Respirators are stored in Location to prevent deformation of the facepiece and exhalation valve. In addition, emergency respirators are kept accessible to the work area; stored in Location that are clearly marked as containing emergency respirators and according to the manufacturer's recommendations.

Inspection

In order to ensure the continued reliability of respirator equipment, we inspect it on a regular basis. The frequency of inspection is related to the frequency of use. Respirator inspections are done at the following intervals:

- All types used in routine situations: Before each use and during cleaning.
- Maintained for use in emergency situations: At least monthly and in accordance with the manufacturer's recommendations, and checked for proper function before and after each use.
- Emergency escape-only respirators: Before being carried into the workplace for use.

A respirator inspections include may include a check:

- For respirator function, tightness of connections, and the condition of the various parts including the facepiece, head straps, valves, connecting tube, and cartridges, canisters or filters; and elastomeric parts for pliability and signs of deterioration.
- Additionally, for self-contained breathing apparatus, on a monthly basis, we maintain air and oxygen cylinders in a fully charged state and recharge when the pressure falls to 90 percent of the manufacturer's recommended pressure level and determine that the regulator and warning devices function properly.

For respirators maintained for emergency use, we certify the respirator by documenting the date the inspection was performed, the name (or signature) of the person who made the inspection, the findings, required remedial action, and a serial number or other means of identifying the inspected respirator. This information is retained until replaced by a subsequent certification. See the attached respirator inspection records.

Repairs

Management is responsible for making decisions regarding respirator repairs. Respirators that fail an inspection or are otherwise found to be defective are removed from service and are discarded, repaired, or adjusted based on the following procedures:

- Repairs or adjustments are made only by persons appropriately trained to perform such operations and only with the respirator manufacturer's NIOSH-approved parts designed for the respirator;
- Repairs are made according to the manufacturer's recommendations and specifications for the type and extent of repairs to be performed; and
- Reducing and admission valves, regulators, and alarms are adjusted or repaired only by the manufacturer or a technician trained by the manufacturer.

Air quality procedures

When atmosphere-supplying respirators are being used to protect employees it is essential to ensure that the air being breathed is of sufficiently high quality. Our company's procedures to ensure adequate air quality, quantity, and flow of breathing air for atmosphere-supplying respirators include coverage of the following OSHA requirements:

Compressed air, compressed oxygen, liquid air, and liquid oxygen:

- The compressed and liquid oxygen we use meets the United States Pharmacopoeia requirements for medical or breathing oxygen.
- Compressed breathing air must meet at least the requirements for Grade D breathing air described in ANSI/Compressed Gas Association Commodity Specification for Air, G-7.1-1989, to include:
  - Oxygen content (v/v) of 19.5-23.5%;
  - Hydrocarbon (condensed) content of 5 milligrams per cubic meter of air or less;
  - Carbon monoxide (CO) content of 10 parts per million (ppm) or less;
  - Carbon dioxide content of 1,000 ppm or less; and
  - Lack of a noticeable odor.
- Ensure that compressed oxygen is not used in atmosphere-supplying respirators that have previously used compressed air.
- Ensure that oxygen concentrations greater than 23.5% are used only in equipment designed for oxygen service or distribution.

Cylinders used to supply breathing air:

- We have our cylinders tested and maintained as required in the Shipping Container Specification Regulations of the Department of Transportation (49 CFR 173 and 178).
- Cylinders of purchased breathing air are certified by the supplier that the breathing air meets the requirements for Grade D breathing air.
- The moisture content in the cylinder does not exceed a dew point of -50°F (-45.6°C) at 1 atmosphere pressure.

Compressors:

- We ensure that compressors used to supply breathing air to respirators are constructed and situated so as to:
  - Prevent entry of contaminated air into the air-supply system;
  - Minimize moisture content so that the dew point at 1 atmosphere pressure is 10°F (5.56°C) below the ambient temperature;
  - Have suitable in-line air-purifying sorbent beds and filters to further ensure breathing air quality. Sorbent beds and filters must be maintained and replaced or refurbished periodically following the manufacturer's instructions; and
  - Have a tag containing the most recent change date and the signature of the person authorized by our company to perform the change. The tag must be maintained at the compressor.
- For compressors that are not oil-lubricated, ensure that carbon monoxide levels in the breathing air do not exceed 10 ppm.

- For oil-lubricated compressors, use a high-temperature or carbon monoxide alarm, or both, to monitor carbon monoxide levels. If only high-temperature alarms are used, the air supply must be monitored at intervals sufficient to prevent carbon monoxide in the breathing air from exceeding 10 ppm.

Breathing air couplings:

We ensure that breathing air couplings are incompatible with outlets for non-respirable worksite air or other gas systems. No asphyxiating substance must be introduced into breathing air lines.

Breathing gas containers:

We use breathing gas containers marked with the NIOSH respirator certification standard, 42 CFR 84.

Filters, cartridges, and canisters:

We ensure that all filters, cartridges and canisters used in the workplace are labeled and color-coded with the NIOSH approval label and that the label is not removed and remains legible.

The following detailed procedures ensure adequate air quality, quantity, and flow of breathing air for atmosphere-supplying respirators: List procedures.

Training

The most thorough respiratory protection program will not be effective if employees do not wear respirators, or if wearing them, do not do so properly. The only way to ensure that our employees are aware of the purpose of wearing respirators, and how they are to be worn is to train them.

Our training program provided by Management is two-fold; it covers both the:

1. Respiratory hazards to which our employees are potentially exposed during routine and emergency situations, and
2. Proper use of respirators, including putting on and removing them, any limitations on their use, and their maintenance.

Both training elements are provided prior to requiring an employee to use a respirator in our workplace. However, if an employee has received training within 12 months addressing the seven basic elements of respiratory protection and the employee can demonstrate that he/she has knowledge of those elements, then that employee is not required to repeat such training initially.

We require all of our employees to be retrained annually and when the following situations occur:

- Changes in the workplace or the type of respirator render previous training obsolete;
- Inadequacies in the employee's knowledge or use of the respirator indicate that the employee has not retained the requisite understanding or skill; or

- Any other situation arises in which retraining appears necessary to ensure safe respirator use.

Seven basic training elements:

Our employees are trained sufficiently to be able to demonstrate knowledge of at least these seven elements:

- How to use the respirator effectively in emergency situations, including situations in which the respirator malfunctions

- Self-contained breathing apparatus may be required in specific areas for emergency use. This equipment will be used only by trained personnel when it is necessary to enter hazardous atmospheres. The following points should be considered:

 All potential users will be fully trained in the use of this equipment.
 When the equipment is used, it will be tested in an uncontaminated atmosphere prior to entering the hazardous area if possible.
 An employee will not work with this apparatus in a hazardous atmosphere on an individual basis. At least one additional employee suitably equipped with a similar breathing apparatus must be in contact with the first employee and must be available to render assistance if necessary.
 This equipment will be inspected monthly by trained department or group personnel.

- How to inspect, put on, remove, use, and check the seals of the respirator.

 Inspect the connections for tight fit and possible leaks.

 Inspect all parts of the respirator for damage or excessive wear. Check low air pressure alarm.

 Check the air pressure in the cylinder, it should read approximately 2100 psi, and check the air flow to the face piece.

 Make sure you can get a good face seal. Use the negative pressure fitting test* to check the fit. Do not wear this apparatus if you have a beard, long side burns or wear glasses.

 Be sure you have been properly instructed before using this equipment.

- **What are the procedures for maintenance and storage of the respirator:**

 The wearer of a respirator will inspect it daily whenever it is in use.

 Supervisor, foreman, or group leader will periodically spot check respirators for fit, usage, and condition:

 Respirators not discarded after one shift use, will be cleaned on a daily basis, according to the manufacturer & instructions, by the assigned employee or other person designated by the respirator program coordinator.

- Respirators not discarded after one shift use, will be stored in a suitable container away from areas of contamination.
- Whenever feasible, respirators not discarded after one shift use, will be marked or stored in such a manner to assure that they are worn only by the assigned employee. If used by more than one employee is required, the respirator will be cleaned between uses.

The basic advisory information on respirators is provided by our program administrator to employees who wear respirators voluntarily when use is not required by the regulations or by our company:

Information for employees using respirators voluntarily

Respirators are an effective method of protection against designated hazards when properly selected and worn. Respirator use is encouraged, even when exposures are below the exposure limit, to provide an additional level of comfort and protection for workers. However, if a respirator is used improperly or not kept clean, the respirator itself can become a hazard to the worker.

Sometimes, workers may wear respirators to avoid exposures to hazards, even if the amount of hazardous substance does not exceed the limits set by OSHA standards. If your employer provides respirators for your voluntary use, or if you provide your own respirator, you need to take certain precautions to be sure that the respirator itself does not present a hazard.

You should do the following:

1. Read and heed all instructions provided by the manufacturer on use, maintenance, cleaning and care, and warnings regarding the respirators limitations.
2. Choose respirators certified for use to protect against the contaminant of concern. NIOSH, the National Institute for Occupational Safety and Health of the U.S. Department of Health and Human Services, certifies respirators. A label or statement of certification should appear on the respirator or respirator packaging. It will tell you what the respirator is designed for and how much it will protect you.
3. Do not wear your respirator into atmospheres containing contaminants for which your respirator is not designed to protect against. For example, a respirator designed to filter dust particles will not protect you against gases, vapors, or very small solid particles of fumes or smoke.
4. Keep track of your respirator so that you do not mistakenly use someone else's respirator.

See training curriculum/materials attached to this program.

Program evaluation

It is inherent in respirator use that problems with protection, irritation, breathing resistance, comfort, and other respirator-related factors occasionally arise in most respirator protection programs. Although it is not possible to eliminate all problems associated with respirator use, we try to eliminate as many problems as possible to improve respiratory protection and encourage employee acceptance and safe use of respirators. By having our program administrator thoroughly evaluate and revise our Respiratory Protection Program, we can eliminate problems effectively.

At Baires Construction Corp, program evaluation, performed at least monthly by our program administrator, involves the following:

- Conducting evaluations of the workplace as necessary to ensure that the provisions of the current written program are being effectively implemented and that it continues to be effective.
- Regularly consulting employees required to use respirators to assess their views on program effectiveness and to identify any problems. Any problems that are identified during this assessment must be corrected. Factors to assess include, but are not limited to:
- Respirator fit (including the ability to use the respirator without interfering with effective workplace performance);
- Appropriate respirator selection for the hazards to which the employee is exposed;
- Proper respirator use under the workplace conditions the employee encounters; and
- Proper respirator maintenance.

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Scaffolding Safety Procedures for Construction

Purpose

It is this company's purpose in issuing these procedures to further ensure a safe workplace based on the following formal, written procedures for scaffold work. These procedures will be reviewed and updated as needed to comply with new OSHA regulations, the best new practices in scaffolding, and as business practices demand. Juan Rodriguez is the plan coordinator/manager and is responsible for its implementation.

Copies of the written program may be obtained at Job site.

This written plan describes the 326 71st Street, Suite A Miami Beach, FL 33141 work site.

Scope

This general scaffold plan applies to all employees who perform work while on a scaffold and are involved in erecting, disassembling, moving, operating, repairing, maintaining, or inspecting scaffolds.

General Procedures

The following general procedures apply to all scaffold and aerial lift operations for Baires Construction Corp.

Capacity

Considering the OSHA rules we must apply and the engineering/manufacturing requirements of our scaffolds, the following rules apply. Note: We have also included in the appendix the manufacturer's safety requirements for particular scaffold assemblies.

- Each scaffold and scaffold component we use will support, without failure, its own weight and at least four times the maximum intended load applied or transmitted to it.
- When we use non-adjustable suspension scaffolds, each suspension rope, including connecting hardware, will support, without failure, at least six times the maximum intended load applied or transmitted to that rope.
- The stall load of any scaffold hoist should not exceed 3 times its rated load.

Platform Construction

This section documents the procedures and safety requirements we use to construct our scaffold platforms.

Type of Scaffold: scaffolding towers, rolling scaffolds.

Type of Planking:

- Metaltech scaffolding frames from the Saferstack series steel frame is finished with a textured blue powder coat finished for anti-slip and corrosion protection so that the risk of mishaps at the worksite are reduced.
- Safeclimb 6 ft x 6.25 ft x 2.5 ft Steel Baker Style Scaffold Platform with Wheels

Fall protection used:

- Metaltech scaffolding kit comes with an aluminum/plywood platform for better work support and guardrails for improved safety
- The SRG-72 is a guard rail and toeboard kit for the SRS-72 Steel Rolling Scaffold. Guard Rails and toeboard are required when the working height of a scaffold is 10 ft. or greater. Sturdy steel attaches easily to SRS-72. 1000 lbs. Load capacity (distributed evenly)

The following safety rules apply for this scaffold platform construction:

- Each scaffold plank will be installed so that the space between adjacent planks and the space between the platform and uprights is no more than one inch wide. If, in certain situations, we need to make this space wider, we will attach our demonstration in the appendix to this plan.
- Except for outrigger scaffolds (3 inches) and plastering and lathing operations (18 inches), the front edge of all platforms will not be more than 14 inches from the face of the work, unless we have a guardrail or personal fall arrest system in place that meets regulations.
- Where scaffolds must be used in areas that the employer can demonstrate are so narrow that platforms and walkways cannot be at least 18 inches (46 cm) wide, such platforms and walkways shall be as wide as feasible, and employees on those platforms and walkways shall be protected from fall hazards by the use of guardrails and/or personal fall arrest systems.

The following additional construction and safety information is included depending on the type of scaffold being erected.

Supported Scaffolds

- Supported scaffolds with a height to base width ratio of more than four to one (4:1) must be restrained from tipping by guying, tying, bracing, or equivalent means.
- Supported scaffold poles, legs, posts, frames, and uprights will always bear on base plates and mud sills or other adequate firm foundations.
- Footings shall be level, sound, rigid, and capable of supporting the loaded scaffold without settling or displacement.

Suspension Scaffolds

- Before a scaffold is used, all direct connections will be evaluated by our competent person. Our competent person will confirm, based on the evaluation, that the supporting surfaces can support the loads that will be imposed.
- When winding drum hoists are used on a suspension scaffold, they will never contain less than four wraps of the suspension rope at the lowest point of scaffold travel.

Gaining Access to Scaffolds

We know that getting to the working platform is critical to the safety of our employees. This section outlines the mechanical requirements for gaining access to scaffold platforms such as: (1) ladders, (2) ramps and walkways, (3) stairrails, and (4) direct access from another scaffold. This section is divided into two parts. The first part is for workers gaining access to scaffold platforms to do work; the second part is access for employees erecting and dismantling scaffolds.

Working Employees:

- Portable, hook-on, and attachable ladders will be positioned so as not to tip the scaffold.
- All stair rail systems and handrails will be surfaced to prevent injury to our employees from punctures or lacerations, and to prevent snagging of their clothes.

Erectors and Dismantlers:

Our company shall provide safe means of access for each employee, erecting or dismantling a scaffold where the provision of safe access is feasible and does not create a greater hazard. We shall have a competent person determine whether it is feasible or would pose a greater hazard to provide, and have employees use a safe means of access. This determination shall be based on site conditions and the type of scaffold being erected or dismantled.

Hook-on or attachable ladders shall be installed as soon as scaffold erection has progressed to a point that permits safe installation and use.

When erecting or dismantling tubular welded frame scaffolds, (end) frames, with horizontal members that are parallel, level and are not more than 22 inches apart vertically may be used as climbing devices for access, provided they are erected in a manner that creates a usable ladder and provides good hand hold and foot space.

Cross braces on tubular welded frame scaffolds shall not be used as a means of access or egress.

Fall Protection Plan

Fall protection planning is critical to the safety and well-being of our employees. Our fall protection plan follows the OSHA requirements that are different depending on the type of scaffold we are using. In this plan, we address fall protection for our scaffold erectors and dismantlers separately.

One fact never changes. We know we must provide fall protection for any employee on a scaffold more than 10 feet above a lower level.

Working Employees:

This fall protection plan for our working employees is for the following type(s) of scaffold(s):

- Each employee on a single-point or two-point adjustable suspension scaffold shall be protected by both a personal fall arrest system and guardrail system;

- Each employee on a walkway located within a scaffold shall be protected by a guardrail system (with minimum 200-pound toprail capacity) installed within 9½ inches (24.1 cm) of and along at least one side of the walkway.

Self-contained adjustable scaffold supported by the frame structure—We will protect each employee on our self-contained, frame structure supported, adjustable scaffolds by a guardrail system. The guardrail system:

- It has a minimum 200-pound top rail capacity.
- Will be installed before being released for use by our employees.
- Guardrail systems shall be installed along all open sides and ends of platforms. Guardrail systems should be installed before the scaffold is released for use by employees other than erection/dismantling crews.
- Steel or plastic banding shall not be used as a toprail or midrail.

Falling Object Protection

All employees must wear hard hats when working on, assembling, or dismantling scaffolds. This is our primary protection from falling objects. Additionally, we will:

- Install all guardrail systems with openings small enough to prevent passage of potential falling objects.
- Prevent tools, materials, or equipment that inadvertently fall from our scaffolds from striking employees by barricading the area below the scaffold.
- A toeboard shall be erected along the edge of platforms more than 10 feet (3.1 m) above lower levels for a distance sufficient to protect employees below, except on float (ship) scaffolds where an edging of ¾ × 1½ inch (2 × 4 cm) wood or equivalent may be used in lieu of toeboards;

Using Scaffolds

Site preparation, scaffold erection, fall protection, and gaining access to the working platform are only some of the requirements for scaffold work. While this all takes concentration and safe work practices, the most dangerous time can be when employees are concentrating on their work and not particularly aware of the hazards of working from scaffolds. It is critical that employees who use scaffolds be trained, among other things, in the recognition of the hazards associated with the type of scaffold being used and to understand the procedures to control or minimize those hazards. Our competent person will inspect all scaffolds and scaffold components for visible defects before each work shift, and after any occurrence that could affect a scaffold's structural integrity. However, in addition to that, all users of scaffolds in this company will know and understand the following safety rules:

- Scaffolds and scaffold components will never be loaded more than their maximum intended loads or rated capacities.
- Debris must not be allowed to accumulate on platforms.
- Any part of a scaffold damaged or weakened such that its strength is less than that required by paragraph (a) of this section shall be immediately repaired or replaced, braced to meet those provisions, or removed from service until repaired.
- Scaffolds shall not be moved horizontally while employees are on them, unless they have been designed by a registered professional engineer specifically for such movement or, for mobile scaffolds, where the provisions of § 1926.452(w) are followed.

Specific Procedures

In addition to the general procedures in this written safety plan, there are procedures that apply to specific types of scaffolds.

- When two or more scaffolds are used, they shall not be bridged one to another unless they are designed to be bridged, the bridge connections are articulated, and the hoists are properly sized.
- Scaffold casters and wheels shall be locked with positive wheel and/or wheel and swivel locks, or equivalent means, to prevent movement of the scaffold while the scaffold is used in a stationary manner.
- Scaffolds shall be stabilized to prevent tipping during movement.

Prohibited Practices

The following practices will never be tolerated in this company:

- Scaffold components manufactured by different manufacturers will never be intermixed unless the components fit together without force and the scaffold's structural integrity is maintained.
- Unstable objects will never be used to support scaffolds or platform units. Footings must be level, sound, rigid, and capable of supporting the loaded scaffold without settling or displacement.
- Crossbraces will never be used as a means of access.
- The use of shore or lean-to scaffolds is prohibited.

Aerial Lifts

Anytime aerial lifts, including: (1) extensible boom platforms, (2) aerial ladders, (3) articulating boom platforms, (4) vertical towers, or (5) a combination of any such devices, are used to elevate employees to job-sites above ground, the following safety rules will apply:

- No aerial lift this company owns or uses will be 'field modified' for uses other than those intended by the manufacturer unless: (1) the manufacturer certifies the modification in writing, or (2) any other equivalent entity, such as a nationally recognized testing lab, certifies the aerial lift modification conforms to all applicable provisions of ANSI A92.2-1969, and the OSHA rules at 1926.453. The lift must be at least as safe as the equipment was before modification.

Ladder Trucks and Tower Trucks:

- Aerial ladders must be secured in the lower traveling position by the locking device on top of the truck cab, and the manually operated device at the base of the ladder before the truck is moved for highway travel.

Extensible and articulating boom platforms:

- We will test lift controls each day prior to use to determine they are in safe working condition.
- Only authorized employees can operate an aerial lift.
- A body belt must be worn and a lanyard attached to the boom or basket when working from an aerial lift.

Duties of Competent and Qualified Persons

When working with scaffolds in this company there are some tasks that must be done by our competent or qualified person. By definition they are:

- Competent person—One who can identify existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous, or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them.
- Qualified person—One who, by possession of a recognized degree, certificate, or professional standing, or who by extensive knowledge, training and experience, has successfully demonstrated his/her ability to solve or resolve problems related to the subject matter, the work, or the project.

The following tasks will only be done by the person we have deemed competent or qualified to perform them:

Competent Person:

- We will not intermix scaffold components manufactured by different manufacturers unless the components fit together without force and the scaffold's structural integrity is maintained. Scaffold components manufactured by different manufacturers will not be modified to intermix them unless our competent person determines the resulting scaffold is structurally sound.
- Before a suspension scaffold is used, direct connections must be evaluated by our competent person who will confirm, based on the evaluation, that the supporting surfaces can support the loads to be imposed.
- Prior to each work shift and after every occurrence that could affect a rope's integrity, suspension scaffold ropes will be inspected by our competent person. Ropes will be replaced if any of the conditions outlined in 1926.451(d)(10) exist.
- Scaffolds will be erected, moved, dismantled, or altered only under the supervision and direction of a competent person.

Qualified Person:

- Scaffolds must be designed by a qualified person and shall be constructed and loaded in accordance with that design.
- Swaged attachments or spliced eyes on wire suspension ropes of suspension scaffolds will not be used unless they are made by the wire rope manufacturer or a qualified person.
- We will have each employee who performs work while on a scaffold trained by a person qualified in the subject matter to recognize the hazards associated with the type of scaffold being used and to understand the procedures to control or minimize those hazards.

Training

Recognizing the need for training for employees who: (1) perform work while on scaffolds, (2) are involved in erecting, disassembling, moving, operating, repairing, maintaining, or inspecting scaffolds, and (3) have lost the requisite proficiency, the following training syllabus is a part of this written safety plan.

Employees Who Use Scaffolds:

Our employees who perform work on scaffolds will be trained by a qualified person to recognize the hazards associated with the type of scaffold being used and to understand the procedures to control or minimize those hazards. The training will include the following areas as applicable:

- The nature of and the correct procedures for dealing with electrical hazards.
- The nature of and the correct procedures for erecting, maintaining, and disassembling the fall protection and falling object protection systems used.
- The proper use of the scaffold, and the proper handling of materials on the scaffold.
- The maximum intended load and the load-carrying capacities of the scaffolds used.
- Any other pertinent requirements of the OSHA rules.

Employees Who Erect, Disassemble, Move, Operate, Repair, Maintain, or Inspect Scaffolds:

Our employees who erect, disassemble, move, operate, repair, maintain, or inspect scaffolds will be trained by our competent person to recognize the hazards associated with the work being done. The training will include the following topics as applicable:

- The nature of scaffold hazards.
- The correct procedures for erecting, disassembling, moving, operating, repairing, inspecting, and maintaining the type of scaffold in question.
- The design criteria, maximum intended load-carrying capacity, and intended use of the scaffold.
- Any other pertinent requirements of this subpart.

Employees Who Need Retraining:

When we have reason to believe that one of our employees lacks the skill or understanding needed for safe work involving the erection, use or dismantling of scaffolds, we will retrain the employee so that the requisite proficiency is regained. Retraining will be done in at least the following situations:

- Where changes at the worksite present a hazard about which the employee has not been previously trained.
- Where changes in the types of scaffolds, fall protection, falling object protection, or other equipment present a hazard about which an employee has not been previously trained.
- Where inadequacies in an affected employee's work involving scaffolds indicate that the employee has not retained the requisite proficiency.

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Machine/Equipment Tool Safety & Hand and Powered

Purpose

It is the policy of this company to permit only trained and authorized employees to operate machinery, tools, or equipment at any time. This policy is applicable to:

- daily operators of machinery, tools, and equipment; and
- those who only occasionally have cause to use machinery, tools, or equipment.

This written Machine/Equipment Safety and Guarding Plan describes methods and practices for care and use of machines, equipment, and tools that can be read and understood by all managers, supervisors, and employees at Baires Construction Corp. This written plan is intended to be used to:

- create an awareness of the hazards among our workforce,
- standardize procedures for use and care of the equipment,
- provide a consistent format for training employees on the proper procedures to be used,
- minimize the possibility of injury or harm to our employees, and

- demonstrate Baires Construction Corp compliance with machine safety and equipment usage requirements for general industry in Subpart O and P of 29 CFR 1910.

As our company is a construction employer, this plan is also intended to demonstrate Baires Construction Corp compliance with machine and tool safety requirements for construction in Subpart I of 29 CFR 1926.

Administrative Duties

Baires Construction, our company's Supervisor, Foreman, or Leadsman, is responsible for developing and maintaining this written Machine/Equipment Safety and Guarding Plan. This person is solely responsible for all facets of the plan and has full authority to make necessary decisions to ensure the success of this plan. Management is also qualified, by appropriate training and experience that is commensurate with the complexity of the plan, to administer or oversee our machine/equipment safety program and conduct the required evaluations.

This written Machine/Equipment Safety and Guarding Plan is kept at the following location: Job site/Office.

If, after reading this plan, you find that improvements can be made, please contact Juan Rodriguez. We encourage all suggestions because we are committed to creating a safe workplace for all our employees, and a safe and effective machine/equipment safety and guarding program is an important component of our overall safety plan. We strive for clear understanding, safe work practices, and involvement in the program from every level of the company.

List of Machinery, Tools, and Equipment

SMALL TOOLS AND EQUIPMENT

Many of the accidents and/or injuries which occur each year can be attributed to improper or unsafe use of tools or the use of tools which are in poor condition. The few extra seconds required examining tools and using them properly can reduce the number of accident/injuries.

NOTE: Condition of tools; all hand, power, and similar equipment, whether furnished by the employee or employer, shall be maintained in a safe working condition.

HAND TOOLS

 Employees shall inspect tools prior to use. Damaged or defective tools shall be tagged "Do not operate" and removed from service as soon as the defect or damage is discovered.

 Wooden handles of tools, such as hammers, picks, etc. shall not be taped or covered in such a way as to hide damage or defects.

 Cracked or damaged wooden handles of tools, such as hammers, shall be replaced immediately upon discovery of the damage.

 Hand tools shall be used only for the purpose for which they were intended.

 Tools shall not be altered such as welding extensions on wrench handles or pad eyes on hammer wrenches.

 Every tool was designed to do a certain job. Use it only for its intended purpose!

 Keep your hand tools in peak condition, sharp, clean, oiled, and not abused.

 Do not use tools for pry bars.

 Do not use two wrenches to increase leverage capacity.

SCREWDRIVERS

 Use the right size and type screwdriver for the job.

 Do not hold screwdriver tip in palm of hand. The screwdriver may slip causing injury.

 Screwdrivers should be filed properly to prevent slipping.

 Do not use a screwdriver as a pry bar.

HAMMERS

 Hammers shall have a clear path for back swing, and the target area shall be free from obstructions.

 Hammers with mushroomed heads shall never be used as they might glance off the target or the damaged head may splinter and send metal fragments flying.

 Never hold, with you hands, any object to be struck with a hammer by another employee. Hold the object with pliers or another tong-type device.

 Wooden handles

FILES

- Do not use a file for a pry or hammer as it is brittle and breaks easily.

- Files should be fitted with wooden handles to protect employees from the pointed file end.

PRY BARS

- Be sure bite of bar is secure under load by first applying a slight pressure.

- Check your own balance before exerting full force.

- A cheater bar shall not be used on pry bars.

WRENCHES

- Wrenches should be pushed away from the body, if possible, to reduce the chance of the wrench slipping and striking the user in the face or body.

- Adjustable (crescent) and combination wrenches should be snug on bolts and nuts to avoid slipping.

- Never use a wrench as a hammer or a hammer on a wrench that is not to be used as such.

- Never use a cheater on a wrench or “double wrench” a nut. Use a hammer wrench or impact instead.

- Wrenches shall not be used when jaws are sprung to the point that slippage occurs.

DRILL BITS

- Avoid unsafe defects; worn or battered heads, over tempered, and dull cutting edges.

- Do not use drill as a reamer (get a larger bit), use proper bit for drilling steel or brass or copper without removing the lip, or change bits without unplugging cord.

SHOVELS, PICKAXES AND AXES

- Be aware of unsafe defects; rough, loose, cracked, or split handles; dull or nicked edges, over tempered surfaces.

- Do not use a wedge, pry bar, or hammer.

POWER TOOLS

 All tools shall be inspected for defects or damage prior to use. Tools found to be damaged or defective shall be immediately tagged “Do Not Use” and removed from service.

 Protective guards on power tools shall not be removed. Do not use tools without guards in place.

 Tools shall not be dropped or allowed to strike another object in such a fashion that damage may occur.

 The power source on tools shall be physically disconnected prior to attempting any repairs or attachment changes. Always double check to make sure no one has come along and plugged the cord back in.

 Employees shall avoid loose fitting clothing when operating power tools. Shirttails must be tucked in the trousers/pants while operating power tools.

 Electrical tools shall be of the double insulated type with Underwriters Laboratory approval or be of the three wires grounded type.

 All electrical tools and power cords must be inspected per the Assured Grounding program guidelines and display the proper color-codes for the current inspection period.

 All electrical tools and power cords must be used with a Ground Fault Interrupter to protect against faulty ground.

 Electrical tools shall not be hoisted or carried by their power cords.

 Employees shall not operate electrical tools while standing in water or wet locations.

 Extension cords shall be of the three wires grounded type and be continuous without splice or repair. Extension cords shall reflect the proper color code.

 Extension cords shall be kept clears of traffic aisles and shall not be placed across vehicle traffic paths unless guarded to prevent damage. (Recommend to run cords 7' over head to prevent tripping hazards).

 Extension cords shall not be placed through doorways unless stops or guards are put in place to prevent pinching of the cord by the door.

 Extension cords shall not be suspended by wire or nails.

 Do not operate power tools without instructions from your supervisor. (Note: Some activities will require permits before work begins).

 Torque: The circular or rotating motion in tools such as drills, impact wrenches, saws, etc. which results in a strong twisting force. Be prepared in case of jamming

 Have good footing. Use two hands. Ask for help as necessary and be prepared to release the power switch or trigger.

 Flying objects can result from operating almost any power tool, so you must always:

1. Warn people around you

2. Use proper personal protective equipment

3. Avoid contact with moving parts

4. Keep moving parts directed away from your body

5. Do not "swing around"; with the tool running. Someone might be behind you

 Be sure replacement parts conform to correct specifications. For example, grinder wheels shall be approved for the maximum RPM of the machine, wood cutting bits shall be for woodwork only, etc.

ELECTRICAL SAFETY WITH POWER TOOLS

The use of portable power tools can make a job go faster and easier. The misuse of portable power tools can cause electric shocks, burns, cuts and puncture wounds, severed fingers and limbs, broken bones, loss of eyesight, and even death. The slightest shock when using electrical equipment is an ominous warning of a potentially serious safety hazard. A slight shock when using the equipment in one location might result in electrocution if the body makes a little better contact with the earth or a grounded object in another location.

Pre-Operational Procedures

Hand tools must be inspected prior to use to ensure that:

- For tools with jaws, jaws are not sprung to the point of slippage.
- For impact tools, they are free of mushroom heads.
- For tools with wooden handles, the handles are free of splinters or cracks and are tight in the tool.

- The tool is otherwise safe for use.

Any machine or power-operated tool, function, or process which may cause injury will be guarded. All permanent guards are securely attached in good working order and all removable guards are in place on the machine or equipment before starting use. Guards meet these minimum general requirements:

- Prevent contact - The guards prevent hands, arms, or any part of an employee's body or clothing from making contact with dangerous moving parts.
- Secure - Guards are not easy to remove or alter. Guards and safety devices are made of durable material that will withstand the conditions of normal use. They are firmly secured to the machine.
- Protect from falling objects - The guards ensure that no objects can fall into moving parts.
- Create no new hazards - If a guard creates a hazard of its own such as shear point, a jagged edge, or an unfinished surface which can cause a laceration, then employees must not use the piece of machinery or equipment.

If a guard is defective, damaged, or in any way does not meet the requirements of these procedures, employees may not use the machine, and must immediately notify management and Juan Rodriguez.

Where the operation of a machine or accidental contact with it can injure employees in the vicinity, the hazard is either controlled or eliminated.

Employees must locate and put on necessary and appropriate personal protective equipment (PPE) for use with the machinery or equipment before beginning use. PPE can be obtained from Office.

Employees must make sure that work areas are well-lit, dry, and clean before beginning work. Sawdust, paper and oily rags are a fire hazard and can damage machinery and equipment.

Employees must change clothing or take off jewelry that could become entangled in the machinery or equipment they are to use.

Only qualified personnel may install or repair equipment. Employees must notify Management if machinery or equipment is in need of any type of repair.

If a lock or tag is in place on a piece of machinery or equipment, it may not be removed and the machinery or equipment may not be used.

Operating Procedures

Employees may not remove a guard for any reason while operating any piece of machinery or equipment.

All necessary personal protective equipment (PPE) is worn while the machinery or equipment is running.

If an employee is distracted or unable to focus on the work with the machinery or equipment, they must stop work with that machinery or equipment.

Upon finishing with a piece of equipment, tool, or machine, basic maintenance must be performed. It should be kept sharp, oiled, and stored properly, as appropriate.

Problem equipment must be immediately reported to Name/title and Name/title so it can be repaired or replaced.

Employees must always use the proper piece of machinery or equipment for the job.

Electric cables and cords are kept clean and free from kinks. Equipment may never be carried by its cord.

Training Program

Under no circumstances will an employee operate a piece of machinery or equipment until he/she has successfully completed this company's machinery and equipment training program. This includes all new operators or users of machinery and equipment, regardless of claimed previous experience.

The company training program includes classroom instruction and operational training on each specific piece of machinery and equipment to be utilized by the employee in the assigned work area.

The following individuals receive training: all production staff members.

The Juan Rodriguez will identify all new employees in the employee Orientation Program and make arrangements with department management to schedule the classroom instruction for those employees previously identified in this section as needing training.

Classroom training consists of:

- Review of these written procedures by employee.
- Review general safety training video.
- Successful completion of examination.

Operational training consists of:

- Pre-operational procedures.
- Basic maintenance for machinery and equipment.
- Operational review of each piece of machinery, tool, or equipment the employee is expected to operate.

Mauro Eberle is responsible for training a designated Operations Trainer in each department/area. Department management is responsible for scheduling the employee with the Department Operations Trainer to complete the operational training program after successful completion of the classroom training or re-training segment.

New Equipment Start-up Inspection Procedures

The procedures in this section are required at the following times:

- during and after the installation of new equipment,
- during and after the rearrangement of existing equipment into a new layout, and
- during the relocation of existing equipment.

While work is in progress on installation of new equipment, the following departments, in charge of specific expertise, must be involved from the beginning to the end of the installation process:

Corrections that need implementation during the installation should be done as needed.

Before operation of the equipment in the workplace, all specialty departments must signify that the equipment meets all expectations in their area of concern.

management is accountable for all phases of installation and for making sure equipment is safe and efficient to run before letting employees operate it.

Once Management has verified completion, the equipment can be put into service.

Inspections

Machinery, tools, and equipment will be inspected regularly to insure safety and serviceability. Mauro Eberle inspects all machinery, equipment, cords and accessories according to the following schedule: Monthly.

Recordkeeping

Office management is responsible for maintaining records of inspections of machinery, tools, and equipment. These records are kept 20094 Ne 15th Ct Miami FL.

Karol Postigo maintains records in employee safety files of individuals trained and certified for machinery and equipment.

Disciplinary Procedures

Constant awareness of and respect for machine, tool, and equipment safety procedures and compliance with all safety rules are considered conditions of employment. Supervisors and individuals in the Safety and Personnel Department reserve the right to issue disciplinary warnings to employees, up to and including termination, for failure to follow the guidelines of this machine, tool, and equipment safety program.

Program Evaluation

Although we may not be able to eliminate all problems, we try to eliminate as many as possible to improve employee protection and encourage employee safe practices. Therefore, Management is responsible for evaluating and updating this written plan. The evaluation will include a review of reported accidents, as well as near misses, to identify areas where additional safety measures need to be taken.

Juan Rodriguez will also conduct a periodic review to determine the effectiveness of the program. This review may include:

- a walk-through of the facility, and
- interviews with employees to determine whether they are familiar with the requirements of this program and if safety measures are being practiced.