

Safety Manual



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Policy Statement

The personal safety and health of each employee of Texas Stress, Inc. is of primary importance. To the greatest degree possible, management will provide all the mechanical and physical facilities required for personal safety and health in keeping with the highest of standards.

We will maintain a safety and health program conforming to the standards set forth by OSHA for this type of work. To be successful, such a program must embody the proper attitudes toward occupational injury and illness prevention on the part of both supervisors and employees. It also requires cooperation in all safety and health matters, not only between supervisors and employees, but also between each employee and his fellow worker. Only through such a cooperative effort can a safety plan in the best interest of all be established and preserved.

Our objective is a safety and health program that will reduce the number of disabling injuries and illnesses to a minimum, not merely in keeping with but surpassing the best experience of other organizations similar to ours.
OUR GOAL IS ZERO ACCIDENTS AND INJURIES.

Joni Hager

Joni Hager, CEO
Texas Stress, Inc.

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Occupational Safety and Health Administration (OSHA)

More than 90 million Americans go to work each day. They are by far our nations most valuable resource. Until 1970 there were no provisions to ensure a safe and healthy work place. The burden on the nations commerce was staggering in terms of lost production, medical expenses and disability compensation. Therefore, the Occupational Safety and Health Act (OSH Act) of 1970 was passed by Congress to "...assure so far as possible every working man and woman in the Nation safe and healthful working conditions and to preserve our human resources."

Under this act the Occupational Safety and Health Administration (OSHA) was created within the Department of Labor to:

- Encourage employers and employees to reduce workplace hazards and to implement existing safety and health programs.
- Provide for research in occupational safety and health to develop innovative ways of dealing with occupational safety and health problems.
- Establish "separate but dependent responsibilities and rights" for employers and employees for the achievement of better safety and health conditions.
- Maintain a reporting and recordkeeping system to monitor job-related injuries and illnesses.
- Establish training programs to increase the number and competence of occupational safety and health personnel.
- Develop mandatory job safety and health standards and enforce them effectively.
- Provide for the development, analysis, evaluation and approval of state occupational safety and health programs.

Coverage of the act extends to all fifty states, the District of Columbia, Puerto Rico and all other territories under federal jurisdiction. Federal OSHA provides coverage or an OSHA approved state program.

As defined by the Act, an employer is any "person engaged in a business affecting commerce that has employees, but does not include the U.S. or any state or political subdivision of a state (government employees)".

In short OSHA standards apply to, but are not limited to, all persons and companies doing business in US. Jurisdiction. These standards are to be communicated to each employee in the form of a written plan.

Employer Responsibilities & Rights

Employers have certain responsibilities and rights under the Occupational Safety and Health Act of 1970. The following list reviews many of these.

As an employer we have the responsibility to:

- Meet the general duty responsibility of providing a workplace that is free from recognizable hazards that are causing or are likely to cause death or serious injury to employees and comply with standards, rules and regulations issued under the act.
- Be familiar with mandatory OSHA standards and make copies available to employees for review upon request.
- Inform all employees about OSHA.
- Examine workplace conditions to make sure they conform to applicable standards.
- Minimize or reduce hazards.
- Make sure that employees have and use safe tools and equipment and that such equipment is properly maintained.
- Use color codes, posters, labels or signs when needed to warn employees of potential hazards.
- Establish or update operating procedures and communicate them so that employees follow safety and health requirements.
- Provide training required by OSHA standards.
- Provide medical examinations when required by OSHA standards.
- Report to the nearest OSHA office within 8 hours of any fatal accident or one that results in the hospitalization of three or more employees.
- Keep OSHA required records of work-related injuries and illnesses and post a copy of the totals from the last page of the OSHA 200 Log during the entire month of February each year.
- Post, at a prominent location within 8 hours of any fatal accident or one that results in the hospitalization of three or more employees.
- Provide employees, former employees and their representatives' access to the log and summary of occupational injuries and illnesses at a reasonable time and in a reasonable manner.
- Provide access to employee medical records and exposure records to employees or their authorized representative.
- Cooperate with OSHA compliance officer by furnishing names of authorized employee representatives who may be asked to accompany the compliance officer during an inspection.
- Not discriminate against employees who properly exercise their rights under the act.
- Post OSHA citations at or near the worksite involved. Each citation, or copy thereof, must remain posted until the violation has been abated, or for three working days, whichever is longer.
- Abate cited violations within the prescribed period.

As an employer we have the right to:

- Seek advice and off-site consultation as needed by writing, calling or visiting the nearest OSHA office.
- Be active in the industry association's involvement in job safety and health.
- Request and receive proper identification of the OSHA compliance officer prior to inspection.
- Be advised by the compliance officer of the reason for an inspection.
- Have an opening and closing conference with the compliance officer.
- Accompany the compliance officer on the inspection.
- File a Notice of Contest with the OSHA area director within 15 days of the receipt of a notice of citation and proposed penalty.
- Apply to OSHA for a permanent variance from a standard if we can furnish proof that our facilities or method of operation provides employees protection at least as effective as that required by the standard.
- Take an active role in developing safety and health standards through participation in OSHA Standards Advisory Committees, through nationally recognized standards-setting organizations and through evidence and views presented in writing or at hearings.
- Submit a written request to NOISH for information on whether any substance in your workplace has potentially toxic effects in the concentrations being used.

Employee Responsibilities & Rights

OSHA does not site employees for violations of their responsibilities, however; each employee "shall comply with all occupational safety and health standards and all rules, regulations, and orders issued under the Act" that are applicable.

As an employee you have the responsibility to:

- Read the OSHA poster at each jobsite as well as the shop.
- Comply with all applicable OSHA standards.
- Follow all employer safety and health rules and regulations, and wear or use the prescribed protective equipment while engaged in work.
- Report hazardous conditions to your supervisor.
- Report any job-related injury or illness to your supervisor and seek prompt treatment.
- Cooperate with the OSHA compliance officer conducting an inspection if he or she inquires about safety and health conditions in the workplace.
- Exercise your rights under the Act in a responsible manner.

As an employee you have the right to:

- Review copies of appropriate OSHA standards, rules, regulations and requirements that the employer should have available in the work place.
- Request information from your employer on safety and health hazards in the area, on precautions that may be taken and on procedures to be followed if an employee is involved in an accident or is exposed to toxic substances.
- Receive adequate training and information on workplace safety and health hazards.
- Request the OSHA area director to conduct an inspection if you believe hazardous conditions or violations of standards exist in your workplace.
- Have your name withheld from your employer, upon request to OSHA, if you file a written and signed complaint.
- Be advised of OSHA action regarding your complaint and have an informal review, if requested, of any decision not to inspect or issue a citation.
- Have your authorized employee representative accompany the compliance officer during the inspection tour.
- Respond to questions from the OSHA compliance officer, particularly if there is no authorized employee representative accompanying the compliance officer.
- Observe any monitoring or measuring of hazardous materials and have the right to see these records, as specified under the Act.
- Have your authorized representative, or yourself, review the Log and Summary of Occupational Injuries (OSHA 200) at a reasonable time and in a reasonable manner.
- Request a closing discussion with the compliance officer following an inspection.
- Submit a written request to NIOSH for information on whether any substance in your work place has potentially toxic effects in the concentration being used and have your name withheld from your employer if you so request.
- Object to the abatement period set in the citation issued to your employer by writing to the OSHA area director within 15 days of the issuance citation.
- Be notified by your employer if he or she applies for a variance from an OSHA standard, and testify at a variance hearing and appeal the final decision.
- Submit information or comment to OSHA on the issuance, modification or revocation of OSHA standards and request a public hearing.

In addition to the above employee rights, all employees have the right to seek safety and health on the job without fear of punishment. The law says employers shall not punish or discriminate against workers for exercising rights such as:

- Complaining to an employer, union, OSHA or any other government agency about job safety and health hazards.
- Filing safety or health grievances.
- Participating on a workplace safety and health committee or in union activities concerning job safety and health.
- Participating in OSHA inspections, conferences, hearings or other OSHA related activities.

DISCIPLINARY PROGRAM

This standard is provided to assist in the uniform application of disciplinary action for safety violations.

The Texas Stress, Inc. Safety Manager coordinates accident prevention as it applies to all areas of the health, safety and environmental programs. The Texas Stress Safety Manager reports directly to the appropriate Supervisor of Texas Stress, Inc.

The Texas Stress Safety Manager and the Texas Stress Safety Department shall keep a constant check on the methods used by Texas Stress employees to prevent safety violations, unsafe practices, acts or conditions. They have the authority to correct and instruct Texas Stress employees concerning the violation of safety rules and shall stop work in situations of imminent danger. Should the Texas Stress Safety Manager witness an unsafe work situation, which requires the application of the company's disciplinary program, they must bring this to the attention of the appropriate Supervisor of Texas Stress, Inc. The Supervisor of that project is responsible for carrying out the necessary corrective measures.

The Texas Stress Safety Manager or the Safety Department may advise or recommend the type of reprimand or discipline to be applied, but shall not administer the discipline themselves. If appropriate discipline is not forthcoming, the chain of command shall be followed until appropriate corrective measures and discipline result. If satisfactory results are not achieved after working through the appropriate Supervisor, the Safety Manager shall contact the President of Texas Stress, Inc. for resolution or further instructions.

SAFETY VIOLATION CLASSIFICATION

Serious Safety Violation: Violation involves a substantial probability that death, serious physical harm, major equipment damage or work stoppage could result.

Employees who commit serious safety violations will be subject to a written reprimand or immediate termination. A documented oral reprimand cannot be issued in this case. The second violation categorized as serious will result in a automatic termination, provided the second violation occurs within one (1) year of the first.

Safety violations, related terminations or removals from site will have a minimum thirty-day (30), or ninety-day (90) period for specific violations, before the employee will be allowed to return to work. The Texas Stress Safety Manager and Supervisors must review and approve the circumstances allowing the employee to return to the work.

Safety Violation: Violation has a direct relationship to work place safety and health where the exposure is not likely to cause death, serious physical harm or major equipment damage.

Safety violations call for a documented oral reprimand for the first violation noted. The second violation noted will require a written reprimand. Termination for Texas Stress, Inc. employees or removal from the work site for an employee will occur for the third violation noted, provided the violation occurred within one (1) year of the first. It is not necessary for the safety violation to be identical for the progressive steps of discipline to apply.

All incidents/accidents, injuries or safety rule violations must be reported to the Texas Stress Safety Manager or Safety Department each day!

Employee Training Requirements

The Occupational Safety and Health Act of 1970 does not specially address the responsibility of employers to provide training to employees, however Section 5(a)(2) does require that each employer "...shall comply with the occupational safety and health standards promulgated under this act." At the present time more than 100 standards have been developed or changed to include training as a requirement.

At Texas Stress, Inc. it is our goal to train employees to work safely prior to an incident, not as an afterthought or after an employee has been injured.

OSHA has developed voluntary training guidelines to assist employers in providing the safety and health information to employees so that they may perform their job at a minimal risk to themselves and to fellow employees.

The guidelines are as follows:

- Determine whether a worksite problem can be solved by training
- Determine what training if any is needed
- Identify goals and objectives for the training
- Design learning activities
- Conduct training
- Determine the effectiveness of the training
- Revise the training program based on feedback from the employees, supervisors and others

All employees of Texas Stress, Inc. shall be educated on the contents of this safety manual. The training will involve lecture and testing on a basic level on all the manual contains. In addition, employees will receive basic safety training from the local contractor safety council. Texas Stress, Inc. will also rely on the safety council for site-specific training for individual work sites. This site-specific training does not alleviate the lead man from performing a job-site safety inspection and hazard analysis prior to the start of work and review the findings with the other employees. This job site inspection will include obtaining all relevant MSDS and educating employees on the hazards associated with the equipment they will be working on.

In addition to pre-employment training, specialized training and annual refreshers, Texas Stress, Inc. will conduct monthly safety meetings. These meetings are an effective way to encourage and inform employees in developing and following safe work practices. Discussions of new safety rules, possible hazards to be encountered in future job duties or changes in procedures or equipment are topics that supervision see the necessity to cover on a regular basis. Safety training can be performed during a safety meeting; all shall be documented in accordance with this program.

Hazard Communication Training will be provided for all employees before being allowed to work with hazardous materials. Refresher training will be provided annually and as needed when new hazardous materials are introduced into the workplace.

Management and supervisors will provide ongoing training in the following areas as the need arises:

1. New equipment purchases
2. New or change in operations
3. Identified areas of increased accidents
4. Newly identified areas of exposure

Documented procedures will be established to make sure that all new employees are informed of the hazards of the job they are about to perform. This will include a briefing by the supervisor to review the safety rules applicable to that job/equipment, the educating and training on the contents of this safety program and basic safety at the Houston Area Contractors Safety Council as a minimum. The new employee will be required to sign indicating they have been provided safety training. The appropriate form shall be used to ensure these minimums have been met. These forms shall be maintained in the employee personnel file.

Craft training will be administered to all employees that remain with the company a minimum of 90 days and demonstrate the ability and desire to advance in the company.

Texas Stress, Inc. New Employee Safety Orientation Record

Item	Employees Initials	Supervisors Initials	Date Completed
Overall Safety Program Reviewed with employee.	_____	_____	_____
General and site specific safety rules reviewed with employee.	_____	_____	_____
Employee safety responsibilities reviewed with employee.	_____	_____	_____
General hazards in the workplace reviewed with employee.	_____	_____	_____
Substance abuse policy reviewed by employee, signed and tested.	_____	_____	_____
PPE issued to employee	_____	_____	_____
List PPE Issued:			
	1. _____	5. _____	
	2. _____	6. _____	
	3. _____	7. _____	
	4. _____	8. _____	
All required HACSC classes, including basic taken by employee	_____	_____	_____

Employee Name _____ Date Employed _____

Employee Signature _____

Position _____

Supervisors Signature _____

Specialized Training

In addition to routine basic safety training and site specific training, all employees required to perform a task that requires permit or specialized safety equipment will be trained by a competent person who has been formally educated in the use of the safety equipment and maintains the credentials necessary to train others in its use.

Specialized training will include, but is not limited to the following:

- Confined Space/Hole Watch
- Supplied Air
- HAZWOPER
- DOT Hazmat
- CPR/First Aid

With specialized training, employees are required to undergo all necessary medical exams pursuant of the training the employee is taking.

In no case shall any employee perform a task that requires the use of safety equipment prior to that employee's training and/or medical evaluation.

Process Safety Management

➤ Purpose

To be prepared for a catastrophic release of toxic, reactive, flammable or explosive chemicals while working at a facility covered by 1910.119.

➤ Scope

Applies to all company employees.

➤ Policy

Texas Stress, Inc. shall assure that each covered employee is trained in the work practices necessary to safely perform his/her job and shall attend refresher training every three (3) years. Each covered employee will be instructed in the known potential fire, explosion or toxic release hazards related to his/her job and the process, and applicable provisions of the emergency action plan.

The company shall document that each covered employee has received and understood the training required. A record shall be prepared which contains the identity of each covered employee, the date of training and the means used to verify that the employee understood the training.

The company shall assure that each covered employee follows the safety rules of the facility including the safe work practices. Safe work practices include control of hazards during operations such as lockout/tagout, confined space entry, opening process equipment or piping and control over entrance into a facility by maintenance, contractor laboratory or other support personnel.

The company shall advise the facility of any unique hazards presented or of any hazards found, by our operation within the facility.

Company employees whose job task will be affected by a change in the process shall be informed of, and trained in, the change prior to start-up of the process or affected part of the process.

The facility shall notify company of any changes in the operating procedures or practices required by safe work practice.

The use MSDS (Material Safety Data Sheets) shall be employed to disseminate process safety information.

No company employees shall perform any type of hot work until a hot work permit is obtained from the employer. The permit shall document that the provisions of CFR 1910.252(a) have been met.

All contract personnel (Texas Stress, Inc.) must respect the confidentiality of trade secret information disclosed to them during the process.

Resolution and corrective actions must be documented and maintained for five (5) years.

Emergency Action Plan (29 CFR 1910.38 a)

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

The Emergency Action Plan is in place to ensure employees safety from fire and other emergencies. It provides a written document detailing the actions and procedures to be followed in case of an emergency.

When an emergency presents itself employees should know what type of evacuation (if any) is needed and what their responsibilities are. Employees must know what is expected of them in all emergency scenarios in order to ensure their safety and the safety of other employees.

Notification of Emergency Situation

All employees working on remote sites will be notified of situations at the office, if necessity dictates. Employees on remote sites will incorporate the owner/customers emergency plan in case of an emergency. The lead man will be responsible for obtaining and informing other employees on the contents of the customer emergency plan. The lead man will ensure that all employees know the method in which they will be notified of an emergency, what steps to take prior to an evacuation (if necessary) and the correct route to follow to the evacuation site. The lead man will also appoint a second in charge to take a head count and report in should the lead man not make the evacuation site. This should be done in concert with procedures stated in the HAZCOM section of this manual. All field employees will know the emergency alert, what steps to take in case of an emergency and where to report in the event of an emergency. In addition employees will ensure they are accounted for in the headcount taken at the assembly point.

All employees working in the home office will be notified of a house emergency one of three ways:

1. An employee will report an emergency to the receptionist. The reporting person may contact the reception desk by intercom or in person.
2. An emergency will be broadcast over the duty pager and or city alert sirens for a local plant emergency or through the emergency in, as in the case of a bomb threat or local manufacturing facility problem that would impact Texas Stress, Inc. physical plant and/or personnel there.
3. An individual will call the emergency in, as in the case of a bomb threat or local manufacturing facility problem that would impact Texas Stress, Inc. physical plant and/or personnel there.

In all cases the emergency should be reported to the receptionist or the Office Manager in the absence of the receptionist, so that all employees can be notified and other necessary emergency steps can be taken.

Procedures for Fire or Bomb Threat

1. After the notification of the emergency, the receptionist/Office Manager is to alert all employees at the facility via the intercom system. The receptionist will then call the proper authorities and notify them of an emergency. Should the intercom system be inoperable the receptionist will notify office and shop personnel verbally.
2. Employees working in the home office/shop are to proceed to the nearest available safe exit and leave the building as quickly as possible. All building exits are marked clearly and lighted.
3. In the event of power loss, emergency power will light all exit signs. Employees are to proceed to the closest, safe exit and leave the building.
4. All employees are to be trained in safe evacuation procedures and re-trained when an employee's responsibilities change under the plan. In addition we will review the parts of the plan, upon initial assignment to an employee, what he/she must know to protect them in the event of an emergency.
5. The training will include the use of an highlighted floor plan located throughout the building in all areas employees are required to perform work to provide guidance in an emergency.
6. No employee is to re-enter the building until it has been cleared for re-entry by the Safety Manager.
7. Employees operating forklifts, cranes, carts or other moving machinery are to turn off the equipment and proceed to the nearest exit.
8. The refuge or safe areas for the building will be the parking lot and/or the open field to the north of the building. Employees shall not gather close to the building as it may hamper emergency operations.
9. The Equipment Manager or his assistant, in the manager's absence is responsible for reporting to the receptionist/Office Manager an accurate head count of personnel, sub-contractors or visitors who are restricted to the office areas of the facility. The receptionist/Office Manager will report to the local emergency officials and notify them of missing personnel. Company personnel are not to attempt any rescue.
10. Employees working in the field should contact the office ASAP following an evacuation. The report should include the location and nature of the emergency and personnel head count.

Procedures for Severe Weather or Toxic Chemical Release

When warning has been issued via city emergency:

1. At the time of the warning, employees are to go to the kitchen area of the office. The situation will be re-broadcast via the company intercom system. Managers are responsible for all employees, sub-contractors and/or visitors getting to the refuge area.
2. In the case of severe weather employees are to remain in the kitchen until the National Weather Service gives the all clear. This service can be monitored by the battery-operated radio kept in the kitchen.
3. In the case of a toxic chemical release the receptionist/Office Manager will be responsible for shutting down the A/C or heating system after announcing the emergency to employees. Employees are to remain in this area until further instruction by city services.
4. In the event of a hurricane, where there is time to prepare, the shop facility shall be secured to prevent damage or injury from falling debris. Mobile furnaces and rigs shall be moved into the shop with fuel cells, pallets, sheet metal and other items that may be in the yard that could become airborne in high winds. The securing of the plant will be determined on the severity and distance of the hurricane.

Critical Plant Operations Procedure

Due to the nature of our business and the operations performed from the office, there will never be an occasion when the entire building, office and shop cannot be evacuated.

Employees working in the field shall follow the owning companies Emergency Action Plan. Equipment is to be shut down immediately and employees are to follow the customer emergency procedure. Employees are not to stay in emergency situations; project work can be resumed after the designated representative issues an all clear.

Responsible Persons

Employee Emergency Alert

City Service Alert (ambulance, fire dept., police, etc.)

Ventilation System

Head Count

Emergency First Aid

Receptionist/Office Manager

Receptionist/Equipment Manager

President

Fire Prevention Plan

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

The fire prevention plan is in place to control and reduce the possibility of fire and specify the type of emergency equipment to be used in the event of a fire. This plan lists the following information:

- Major workplace fire hazards and their control procedures
- Potential ignition sources for fires and their control procedures
- The type of fire protection equipment used
- Job titles of personnel responsible for the upkeep and maintenance of fire control equipment
- Housekeeping procedures

Workplace Hazards

It is the intent of Texas Stress, Inc. to maintain a workplace free from hazardous accumulations of combustible waste materials to prevent fast developing fires, the rapid spread of toxic smoke, or an explosion. Oil soaked rags, general paper trash and the like or accumulation of any other material that can easily ignite and cause large fires or generate dense smoke is the type of material in which this fire prevention plan is concerned with in the home office/shop.

Personnel working at project sites are exposed to many different materials that are flammable and hazardous. The lead man shall obtain MSDS sheets when working on process equipment. The MSDS sheets will warn of flammable materials. When working in proximity to flammable equipment or on process equipment that runs a flammable material through it, the lead man shall follow customer fire and safety procedures. The lead man will also ensure that his crew is knowledgeable of the fire and safety policies, evacuation routes, assembly areas, sirens, and permit system. Should a customer not have the aforementioned procedures in effect, the lead man should contact his supervisor for instructions. Complete details on obtaining information of this kind and training employees are in the HAZCOM section of this manual.

Maintenance of Equipment under the Fire Prevention Plan

In some equipment used by this company there devices installed to control heat sources. An example of this would be the CAD cells and UV sensors in the burner equipment. If these devices are inoperative or not properly maintained a definite fire hazard exists. Employees that utilize the equipment and supervisors should be aware of the specific type of control device on the equipment and upkeep. Manufacturer's recommendations should be followed to assure proper maintenance procedures. Only trained personnel should repair or adjust equipment.

Fire extinguishers shall be checked monthly and serviced annually or as used. Inspections on extinguishers shall include visual check on site gauge to ensure it is in the proper status zone, pin and pin lock in place and properly tagged. Extinguishers that do not meet the aforementioned criteria shall be pulled off line, replaced with a freshly inspected extinguisher, then it shall be returned to the shop for service.

Training

Employees that use combustible equipment will be trained in its proper use, safety features, repair procedures, troubleshooting and emergency shut down procedures. This will be completed in the operations training. Employees will be retrained annually in the safety, maintenance, and use of combustible equipment.

Employees are to be trained when hired and annually in the proper type, use and locations of fire extinguishers. The only type extinguishers procured and used by the company is the ABC dry type extinguisher 10 lb minimum. Extinguishers shall be visually checked monthly and serviced annually or as needed and after use.

Employees are to be trained for the safe operation, maintenance and emergency procedures on new equipment purchased and retrained annually.

Employees are required to perform welding and cutting operations will be trained in the proper use of the equipment, safe handling and use of high pressure cylinders and fire prevention that is inherent in this type of operation. Training will be refreshed annually.

Employees required to perform work utilizing electrical resistance equipment will be trained in the safe work practices associated with the use of this equipment. This training will include practices that greatly reduce the chance of fire. Employees will be trained when hired and the training refreshed annually.

Ignition Sources and Fire Protection

The following are a list of known ignition sources and its control equipment:

Ignition Source	Control Procedure
Furnace Burners	Flame Failure (CAD Cells)
Welding & Cutting	Adherence to safe welding procedures as in subpart Q of 1910
Smoking	Smoking in designated places only
Electric Heating Equipment	Perform in designated areas, maintain housekeeping

Flame failure devices shall be in good order and operative when equipment is being used. Employees shall use equipment only as it's intended to be used. Fuel sources

shall be at a safe distance from the burner, the state requires 50 feet for propane bottles, and fuel lines shall be state approved gas lines and connections. This is the only type of fuel line used by this company; no other fuel line is to be incorporated into the system. In addition, no fuel line is to be altered to fit an illegal connection. Fuel lines and connections are to be checked for leaks with soapy water prior to igniting burners. Equipment is not to be altered to run without flame safety devices. Equipment with malfunctioning flame failure devices shall not be used if trained personnel cannot repair them in the field. They should be red tagged for repair by technician and returned to the shop for repair. Parts to be combustion fired shall be inspected by the lead man for flammable material in or around it. In process areas, set up and fire procedures shall incorporate customer permit and fire safety procedures. Burners are to be set and secured in flame tubes. The lead man shall perform a safety inspection of the burners, fuel lines, set up and immediate environment prior to igniting burners. Fire extinguishers shall be present when using this equipment.

Welding and cutting will be done in the yard or inside the shop in the area designated for welding and cutting only. Prior to any welding or cutting, the person intent on performing these operations shall perform a safety inspection. Unauthorized personnel are prohibited from using any welding and/or flame cutting equipment. No welding or cutting is to be done in the field by any Texas Stress, Inc. personnel. Should Texas Stress, Inc. field personnel be in the vicinity of welding operations (welding by others) employees should keep the area clean and free of insulation boxes, paper and other flammable waste generated by our presence. A fire extinguisher will be present during welding or cutting operations.

Electric resistance equipment is utilized more than any equipment at this company. Employees should use equipment in a safe manner following operational procedures set forth in the operations training manual. Employees will secure locally wrapped areas to be heated in a fashion that will prohibit ignition of a foreign object. Employees shall keep cables tied back from heated cables. The lead man will appoint a member of the crew as fire watch during heating operations. It is this person's responsibility to perform a fire inspection of these areas being heated at regular intervals. Should a fire be present on the wrap only, the employees should extinguish the fire and report it to the lead man. If the fire has engulfed more than the heated wrap, the employee should notify the lead man or facility personnel (fastest responder) at once. All equipment is to be shut down and emergency field procedure as dictated by the customer shall be in effect.

Housekeeping is the key part of fire prevention. A fire extinguisher is to be present during all heat-treating operations. Employees shall prepare and maintain areas keeping them clean while heating operations are in progress. It is the responsibility of the lead man to keep all hot areas safely maintained while performing heating operations.

Smoking by personnel in the field or at the shop shall be in designated places only. Smoking in the field shall be limited to the customers designated areas. Employees that smoke will use these areas only. Lead men and employees are required to know designated smoking areas at remote locations. At the shop, smoking is permitted in all

locations with the exception of the offices and the part of the shop that has the parts bath (mechanical area). Smoking is also prohibited while changing flammable gas bottles or refueling equipment.

As a form of fire protection employees are required to wear fire retardant clothing. These coveralls are supplied by Texas Stress, Inc. and are to be worn in all process areas of any petroleum-chemical facility. The lapel is to remain fully closed and sleeves down. Employees are not to cut the sleeves or modify coveralls in any way. Torn or defective coveralls may be turned in for replacement.

The fire protection equipment used at this company is the dry chemical ABC type fire extinguishers, to protect from various fires. This is the only type extinguisher purchased and used by this company.

Housekeeping Procedures

Texas Stress, Inc. controls accumulations of flammable and combustible waste materials so that they do not contribute to a fire emergency. Employees will discard all waste products into the proper container and maintain a clean work environment. Part of the housekeeping plan involves the routing of cables and hoses as well as the accumulation of waste. Employees shall maintain a work site that will enable emergency personnel passage without the danger of trip hazards. The housekeeping procedures are incorporated in the Fire Prevention Plan. See the written housekeeping plan for procedures used at this facility.

Responsible Person List

Safety/Operations Manager	Responsible for choosing appropriate/adequate systems Responsible for developing and implementing safety training
Equipment Manager	Responsible for the repair and maintenance of craft equipment Responsible for the maintenance of all fire fighting equipment Responsible for overall state of the shop (housekeeping)
Field Superintendent	Responsible for overall state of field project sites
Employees	Responsible for following all safety procedures of this plan

Powered Platform

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

This powered platform operational plan is in effect to reduce the possibility of personal injury and/or property damage. The plan will list pre-qualifications and safety equipment needed to operate most types of power platforms.

Texas Stress, Inc. does not, at this time, lease or own any type of powered platform. The use of this type of equipment will be done solely at project sites requiring the use of this equipment. The following guidelines shall be used in conjunction with owner, customer, or manufacturers safety rules. In the case of any dispute, the more stringent safety rule shall apply.

Training

Only personnel, who are trained in its use and are proficient in the operation, safe use, and inspection of the particular platform to be operated, shall operate powered platforms. All employees operating power platforms shall be trained in the following:

1. Recognition of and preventive measures for the safety hazards associated with their individual work task.
2. General recognition and prevention of safety hazards associated with the use of powered platforms, including the provisions relating to the particular platform being operated.
3. Emergency action plan.
4. Personal fall arrest system inspections, care, and use.

Certification

Texas Stress, Inc. will ensure that any employee required to operate a powered platform has been trained in operating and inspecting the platform.

1. An outside contractor who has credentials qualifying them to train others in the use of powered platforms shall grant certification.
2. The certification record shall be prepared at the end of each individual employee training.
3. The certification will include, at a minimum, the name of trained employee, the signature of the person who conducted the training, and the date the training was completed.
4. The certificate shall remain on file during the employee's employment and shall be available for review by authorized personnel.
5. Training shall be annual.

HEARING CONSERVATION PLAN (29 CFR 1910.95)

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

This hearing conservation plan is in effect to reduce the possibility of personal injury. This plan will list the types of hearing protection, the method of selecting the right hearing protection, and when to use it.

Types of Hearing Protection

The following are the types of hearing conservation protective equipment used and supplied by this company:

- Disposable Ear Plugs
Disposable earplugs will reduce the noise levels to acceptable levels in most cases. They are worn in the ear, however; they are comfortable to wear, sanitary and easy to insert and remove.
- Ear Muffs
Earmuffs are for excessively high noise level areas. Earmuffs are worn over the ears with the bridge of the earmuffs going over the top of the head for optimum benefit.

Plain cotton or other items not specifically designed and approved for hearing conservation shall not be used.

Selecting Hearing Protection

The severity of the noise or its decibel level will determine the type of protection required. As listed above there are basically two types of hearing protection that will be available to employees. Each type has a NRR (noise reduction rating). The type of protection to choose will be dependent on the amount of noise reduction the employee is seeking.

- Disposable ear plugs offer approximately NRR 20 dB (decibel)
- Ear Muffs offer approximately NRR 30 dB (you lose about 2 dB of protection wearing the ear muffs behind the neck)

At the shop and in almost every field environment, the earplugs are adequate. They will reduce the noise levels of generators, cranes, compressors and other construction machinery used to acceptable levels. Earmuffs would be used for environments more severe. In fact, there is even greater protection if the earmuffs are worn with the earplugs. Since there is no way an employee can determine the exact decibel level to select hearing protection, there are some signs to use in determining if and what kind of protection to use.

When to Use Protection

Employees should use the type of hearing protection as follows:

Ear Plugs Should Be Worn:

- In the presence of all operating equipment such as generators, cranes, compressors and the like.
- In vessel, exchanger and pipe manufacturing facilities.
- When conversation between two people is difficult.

Ear Muffs Should Be Worn

- In the presence of an excessive amount of operating equipment, particularly if some are not sound proof.
- In confined space during hammering, forging or air arc gouging operations.
- In live process areas such as cat crackers, crude or some other downstream units that at times have very high noise levels.

This is only a guide to hearing protection selection, there are many other instances or environments where protection may be necessary. On project sites, follow posted hearing protection warning signs. The lead man will evaluate MSDS and the project environment and instruct employees on when and where to use hearing protection. Employees are to wear hearing protection in all posted locations, areas stipulated above and as instructed by supervision.

Training, Testing and Monitoring

All field employees shall undergo audiometric testing and monitoring throughout their employment with Texas Stress, Inc.

- Each employee will take an audiometric test within 90 days of his or her date of hire. This test will establish a baseline. Prior to the test, the employee is restricted from participating in operations with typical workplace noise for a minimum period of 14 hours.
- At a minimum each employee will undergo a new audiometric test, this test will be done after a minimum 14 hours normal workplace noise restriction. Each annual test will be compared to the employee's baseline test.
- Should the test comparison indicate a threshold shift, the employee will be notified in writing within 21 days of the discovery. If a threshold shift does occur, a medical examination will be done followed by evaluation of the type and fit of protection being used.

- Employees should be trained in the proper use of hearing protection.

Ear Plugs:

1. Make sure hands are clean.
2. Remove earplug from package.
3. Roll one end of the earplug between thumb and forefinger until it is compressed to about one half of its original diameter. Some earplugs are fitted, in this case compress the tapered end.
4. Reach over your head opposite the side of your shoulder, grab the ear lobe and pull up and out. With the other hand take the compressed earplug and insert it into the ear canal. Press and hold the plug until it expands out against the ear then release the ear lobe. Repeat these steps for the opposite ear. Discard after single use.

Ear Muffs:

1. Place earmuffs over ears with the bridge of the earmuffs going directly over the top of the head. If a hard hat must be worn then the bridge can go behind the neck.
2. Adjust the position of the bridge and muff until a tight comfortable fit is achieved.

Should employees be required to wear a different type of protection or should there be significant change in the design or environment, employees will be trained as required.

In addition to receiving a copy of this procedure, one shall be posted on the employee safety board. Employees are permitted to review all of their test records and quarterly evaluation reports by requesting them from the office manager. She will supply you with copies within 72 hours.

Responsible Person List

Safety/Operations Manager	Responsible for audiometric testing of all field employees, audiometric annual re-test and evaluation and training employees in proper use of PPE.
Field Superintendent	Responsible for stocking and supplying employees with PPE and enforcing use of hearing protection.
Office Manager	Responsible for maintaining test records of all employees

PERSONAL PROTECTIVE EQUIPMENT

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

This personal protective equipment (PPE) plan is in effect to document the hazard assessment, measures in place and PPE in use at this company. PPE devices are not to be relied on as the only means of protection against hazards. They are to be used in conjunction with guards, engineering controls, and proven work procedures. PPE should be used to provide protection against hazards that cannot be abated through engineering controls or otherwise.

Hazards of PPE

While most people look at PPE as part of the job, it is considered a last resort, temporary type of protection. For normal operations the first choice would be to eliminate the hazard in the environment rather than using PPE. The use of PPE can itself create hazards, such as heat stress, physical and psychological stress, and impaired vision, mobility, and communication. In general the greater use of PPE, the greater the associated risk. For any given situation, Equipment and clothing should be selected that provide an adequate level of protection. Over protection as well as under protection can be hazardous and should be avoided.

In the majority of the sites this company performs services, the PPE minimum standards are set by the customer and shall be observed in addition to PPE required by this company to begin work. In the case of a discrepancy the stricter of the policies shall apply. OSHA 200 logs will be evaluated annually, and injury cases monitored to determine the effectiveness of the plan.

Hazard Assessment

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

1. The Safety Officer, Operations Manager, Field Superintendent, or lead man will conduct a walk through survey of the site where this company will perform services. The purpose of this survey is to identify hazards that exist. Consideration is given to the basic hazard categories:

Impact	Heat
Penetration	Harmful Dust
Compression (roll over)	Light (optical) radiation
Chemical	

During the safety survey the supervisor responsible for the survey will observe and record:

- Sources of motion; i.e., machinery or processes where any movement of tools, machine elements or particles could exist, or movement of personnel could result in a collision with stationary objects.
 - Sources of high temperatures that could result in burns, eye injury, or ignition (excluding service performed by this company).
 - Types of chemical exposure. (Review MSDS)
 - Sources of harmful dust.
 - Sources of light radiation, welding, brazing, cutting, furnaces, heat treating, high intensity lights, etc.
 - Sources of falling objects or potential for falling objects.
 - Sources of sharp objects that can pierce the feet or cut the hands.
 - Sources of rolling or pinching objects, which could crush the hands or feet.
 - Layout of workplace and location of co-workers.
 - Any electrical hazards.
2. Following the walk-through survey, the supervisor organizes the data and information for use in the assessment of hazards to analyze the hazards and enable proper selection of protective equipment.
 3. An estimate of the potential for injuries is now made. Each of the basic hazards is reviewed and a determination is made as to the type, level of risk, and seriousness of potential injury from each hazard found.
 4. The supervisor will document the hazard assessment on the appropriate form with the following information:
 - The site where the evaluation was performed.
 - The person who conducted the assessment.
 - The date the assessment was conducted.
 - The document is a certification of hazard assessment.

Selection Guidelines

After the completion of the hazard assessment, the general procedure for selection of protective equipment is to:

1. Become familiar with the potential hazards and the type of PPE that are available, and what they can do.
2. Compare the hazards associated with the environment.
3. Select the PPE with a level of protection greater than the minimum required to protect employees from the hazards.
4. Fit the user (employee) with the proper, comfortable, well-fitting protective device and give instructions on care and use of the PPE. It is important that employees are aware of all warnings and limitations associated with their PPE.
5. Due to the nature of this company's business and the short job duration, re-assessments of a particular job site should not be necessary. If a project should

run for an extended period of time (3 months), the safety officer will re-assess the hazards and required PPE.

Employee Training

1. The Safety Officer, Field Superintendent, or outside contractor (HACSC) will provide training for use of the required PPE. The training will include but is not limited to:
 - When PPE is necessary
 - What PPE is necessary
 - How to wear the assigned PPE
 - Limitations of PPE
 - The proper care, maintenance, useful life and disposal of assigned PPE
2. Employees must demonstrate an understanding of the training and the ability to use the PPE properly before they are allowed to perform work that requires the use of PPE.
3. Employees shall not perform work without the required PPE to protect them from the hazards they will encounter in the course of work.
4. All employees will inspect their PPE for defects prior to each use. Texas Stress, Inc. will inspect fall protection devices on an annual basis and respirators on a quarterly basis. Texas Stress, Inc. will issue a replacement hard hat prior to the expiration date. Glasses and goggles are available for replacement as needed.
5. If the Safety Officer has reason to believe an employee does not have the understanding or skill required to properly use or maintain his PPE, we will retrain. Circumstances where retraining may be required include changes in the work place or changes in the type of PPE to be used which would render the previous training obsolete.
6. The Safety Officer certifies in writing that the employee has received and understands the PPE training.
7. Refresher training shall be annual.

Cleaning and Maintenance

It is important that all PPE be kept clean and properly maintained by the employee to whom it is assigned. Cleaning is particularly important for eye and face protection where dirty or fogged lenses could impair vision. PPE is to be inspected, cleaned, and maintained by employees at regular intervals as part of their normal job duties. Supervisors are responsible for ensuring compliance with cleaning responsibilities by employees.

If PPE is for general use, the Field Superintendent has the responsibility for cleaning and maintenance. If the piece of PPE is in need of repair or replacement it is the responsibility of the employee to bring it to the immediate attention of his supervisor or the Safety Officer. It is a violation of company rules to use a piece of PPE that is in need of repair or cannot perform its intended function.

Contaminated PPE that cannot be decontaminated is disposed of in a manner that protects employees from exposure to hazards.

Employee owned safety equipment is not permitted. All safety equipment such as hardhat, glasses, goggles, respirators, gloves, fall protection devices and flame retardant coveralls will be issued by Texas Stress, Inc. Leather boots with steel toes and a defined heel must be purchased and worn by each employee.

PPE-Specific Information

It is the policy of this company that as a condition of employment, all regular full time, part-time, temporary employees and sub-contractors working in designated areas wears the proper PPE protection to prevent personal injury.

Those employees who work in the areas designated non-hazardous (office) are exempt from the above PPE. Visitors and sub-contractors shall be required to follow the applicable rules governing the use of PPE. All supervisors and managers are responsible for ensuring visitors and sub-contractors are in compliance with this policy.

Texas Stress, Inc. will supply all necessary PPE, with the exception of steel-toed work boots. Employees are responsible for purchasing and wearing the required safety shoes.

Responsible Person List

Field Superintendent	Responsible for maintaining safety supplies Responsible for inspections and issue of PPE Enforces PPE wear
Safety/Operation Manager	Responsible for record keeping

RESPIRATORY PROTECTION

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

The respiratory protection plan is in place to establish operating procedures that ensure the protection of all employees from respiratory hazards such as harmful dust, fogs, fumes, mists, gases, smokes, sprays, vapors or oxygen deficient atmospheres. This shall be done to the extent possible by engineering measures, when engineering controls are not possible or do not completely eliminate the hazard or while the engineering controls are being implemented appropriate respirators will be used. The company will provide respirators, which are applicable and suitable for the purpose intended, and train employees in the proper use, and maintenance of respirators.

The Safety Manager will administer this program. The Safety Manager has developed this plan and is knowledgeable of its complexity.

Respirator Selection

Respirators will be selected on the basis of hazards to which employees are exposed or requirements of customer/owner plant safety policies. The selection procedure is listed below. Only MSHA/NIOSH-certified respirators will be used.

Employees must be knowledgeable in the proper selection of respirators and the limitations associated with each one.

Employees at this company will be exposed or are likely to be exposed to the following items:

Particles	Aluminosilicate Fiber Cristobalite
Vapors/Mists	Chlorine, Chlorine Dioxide, Sulfur Dioxide, Hydrogen Sulfide or Hydrogen Chloride

Employees will be exposed to the vapors/mists in the event of an emergency only. This will require the use of the emergency evacuation respirator listed below:

- Scott Speed-Evac Mouthbit Respirator model 90-AG
- Certain customers require this respirator. The respirator is to remain on the person of each individual in the designated areas. It is for escape use only from the following vapors that are part of the process at designated sites: Chlorine, Chlorine Dioxide, Sulfur Dioxide, Hydrogen Sulfide, or Hydrogen Chlorine. The respirator is disposable and to be used one time only. Should it be necessary to use this respirator, it should be turned in to field superintendent after use for immediate replacement. While not in use the respirator is to remain in the

provided plastic carrying case. This respirator is for vapor only and is not to be used for protection against insulation dust.

Employees will be exposed to the particle hazards in normal work conditions. Exposure limits for aluminosilicate fiber have not been established by OSHA or the ACGIH, however; the supplier has recommended the limit at 1 fiber/cc 8-hr TWA. Cristobalite has an OSHA permissible exposure limit (PEL) of 0.05 mg/m³ (resp. dust).

An estimate of normal working conditions shows cristobalite levels of .3 fibers/cc to 4 fibers/cc dependant on the environment (outside, confined space, etc.). The user shall follow the below stipulations and guidelines when selecting respirator. If uncertain, employees should consult a supervisor or the Safety Manager.

➤ 3M 8212 Disposable Dust/Mist Respirators

This respirator is to be used when working with new or virgin insulation in an open atmosphere only. It will provide the user protection up to acceptable REG/PEL/TVL as stated in the manufacturers MSDS. The respirator should be fitted to the individuals face when worn and should be replaced with a new one on regular intervals.

➤ 3M 600 series with a 2091 filters

This respirator is to be used when working with new insulation in a confined space or when handling used insulation. It will provide the user with protection up to five times the acceptable REG/PEL/TLV. This respirator is not disposable, however it does have replaceable filter cartridges and must be maintained by the user. Follow written cleaning instructions as detailed below. Alternate filters are available for various environments, these filter replacements will be issued as they become necessary.

➤ Scott Model 66 with 6420V filter

This respirator is to be used when working with new insulation in a confined space or when handling used insulation. It will provide the user with protection up to five times the acceptable REG/PEL/TLV. This respirator is not disposable, however it does have replaceable filter cartridges and must be maintained by the user. Follow written cleaning instructions as detailed below.

➤ Certain environments may require the use of other respirators or customers may be implemented by Texas Stress, Inc. supervision. The use of these alternate respirators will require medical evaluation, fit testing, training of use, care and maintenance and limitations of the respirator prior to use. The use of supplied air equipment will require individual training through an outside source. The person(s) conducting the training will be knowledgeable in the use of supplied air or self-contained breathing apparatuses and hold current credentials that state his qualifications as a trainer.

- Should it become necessary to work in an atmosphere known, expected or otherwise treated as having an atmosphere that is immediately dangerous to life and health (IDLH) due to the lack of testing, a full face piece pressure demand self contained breathing apparatus (SCBA) certified by NIOSH for minimum service life of thirty minutes or a combination of the SCBA with an auxiliary self contained air supply. The company at no cost to the employee will supply equipment, medical exam, fit testing and training. In addition, a written plan will be developed and implemented for the use of this equipment.

Medical Evaluation & Fit Test

All employees required to wear respirator will undergo a medical exam prior to fit testing:

- Employees will be evaluated by a physician or licensed health care professional, using a survey or medical exam that obtains the necessary information this will include a pulmonary function test. The evaluation will be conducted at Houston Area contractors Safety Council. The medical questionnaire will provide the following on each employee:

- Basic Information

1. Date
2. Employee's name
3. Employee's age
4. Sex - Male / Female
5. Height____Feet____Inches
6. Weight
7. Job Title
8. Phone number where health care professional can reach you
9. The best time to call this number
10. Has employer told you how to reach health care professional who will review this questionnaire?
11. Check the type of respirator you will use (you can check more than one)
 - a. ____ N, R, or P disposable respirator (filter mask, non cartridge type only)
 - b. ____ Other type (half or full face piece type, purifying air, supplied air)
12. Have you worn a respirator before?
13. If yes, what types?

➤ Medical Information

1. Do you currently smoke tobacco, or have you smoked tobacco in the last month?
2. Have you ever had any of the following:
 - a. Seizures (fits)?
 - b. Diabetes?
 - c. Allergic reactions that interfere with breathing?
 - d. Claustrophobia?
 - e. Trouble smelling odors?
3. Have you ever had any of the following pulmonary or lung problems:
 - a. Asbestosis?
 - b. Asthma
 - c. Chronic Bronchitis?
 - d. Emphysema?
 - e. Tuberculosis?
 - f. Silicosis?
 - g. Pneumothorax (collapsed lung)?
 - h. Lung Cancer?
 - i. Broken Ribs?
 - j. Any chest injuries or surgeries?
 - k. Any other lung problems?
4. Do you currently have any of the following symptoms of pulmonary or lung illness:
 - a. Shortness of breath?
 - b. Shortness of breath when walking fast on level ground or on a slight incline?
 - c. Shortness of breath when walking with other people on level ground at an ordinary pace?
 - d. Have to stop for breath when walking on level ground at your own pace?
 - e. Shortness of breath when washing or dressing yourself?
 - f. Shortness of breath that interferes with your job?
 - g. Coughing that produces phlegm?
 - h. Coughing that wakes you early in the morning?
 - i. Coughing that occurs mostly when lying down?
 - j. Coughing up blood in the last month?
 - k. Wheezing?
 - l. Wheezing that interferes with your job?
 - m. Chest pain when you breathe deeply?
 - n. Any symptom that you may think associated with a lung problem?
5. Have you ever had any of the following cardiovascular problems:
 - a. Heart attack?
 - b. Stroke?
 - c. Angina?
 - d. Heart failure?
 - e. Swelling in the legs or feet (not caused by walking)?
 - f. Heart arrhythmia?

- g. High blood pressure?
- h. Any other heart problem?
- 6. Have you ever had any of the following cardiovascular or heart symptoms:
 - a. Frequent pain or tightness of the chest?
 - b. Pain or tightness of the chest during physical activity?
 - c. Pain or tightness of the chest that interferes with your job?
 - d. In the past two years, have you noticed your heart skipping or missing a beat?
 - e. Heartburn or indigestion not related to eating?
 - f. Any other symptoms that you think may be related to the heart or circulation problems?
- 7. Do you currently take medication for any of the following:
 - a. Breathing or lung problems?
 - b. Heart trouble?
 - c. Blood pressure?
 - d. Seizures?
- 8. If you've used a respirator, have you had any of the following problems:
 - a. Eye irritation?
 - b. Skin allergies or rash?
 - c. Anxiety?
 - d. General weakness or fatigue?
 - e. Any other problem that interferes with your use of a respirator?
- 9. Would you like to talk to a health care professional who will review this questionnaire about your answers?

- A follow up medical exam shall be provided whose initial medical exam demonstrates the need for a follow up exam or answer positive to any of the questions number 1 through 8.
- In IDLH atmosphere it would become necessary to wear a full face piece respirator or SCBA additional questions must be addressed prior to use. And this plan will be revised to meet additional requirements.
- The medical exam and questionnaire shall be administered confidentially, during employees normal work hours. Texas Stress, Inc. will provide transportation to and from testing facility. Test will be administered in a manner that insures the employee understands it.
- Texas Stress, Inc. will provide the opportunity for any employee to discuss the questionnaire and /or exam results with the health care professional.
- Following a successful medical exam, each employee will be required to fit test the above make and model (the type that fits the individual employee). The make, model, and size of negative pressure tight-fitting face piece respirator the employee successfully qualifies to, will be the exact type issued to that employee. Employees will also be required to fit test for SAR should they become necessary to use.
- There are two types of fit testing approved by OSHA under the respiratory protection code. They are a qualitative fit test or a quantitative fit test. This company tests it's employees with the quantitative fit test protocol (QNFT).
- Prior to any employee using a respirator with tight-fitting face piece, he will undergo the above stated approved fit test. The employee will be re-tested annually or whenever a different respirator face piece (size, style, model) is used or whenever

the employee reports, or the employer, PLHCP, supervisor, or program administrator makes visual observations of changes in the employee's physical condition that could effect the face piece seal. This would include but is not limited to facial scaring, dental changes, cosmetic surgery, or and obvious change in body weight.

- If after passing the prescribed fit test, the employee notifies the employer (safety manager, supervisor, PLHCP, or program administrator) that the fit of the respirator is not acceptable, the employee will be given the opportunity to select a different respirator face piece and re-test.
- The test shall be administered using an OSHA accepted protocol for:
 1. The employee will be given a variety of respirators to select the type and size that fits him best. The above listed respirators will be the first options; if the employee cannot qualify to these he may choose a different respirator and re-test. New style and/or make and model of the respirators used will be added to this plan as it becomes necessary.
 2. Prior to the test the employee will be shown how to put on the respirator, how it should be positioned on the face, how to set the strap tension, and how to determine a proper fit (this is a review, formal respiratory training is still required). A mirror shall be available to assist the employee in evaluating the fit and positioning of the respirator.
 3. The employee shall be informed that he is being asked to select the respirator that fits him best. The respirator only provides adequate protection when used properly.
 4. The following criteria shall be used in determining the comfort of the mask:
 - a. Position of the mask on the nose
 - b. Room for eye protection
 - c. Room to talk
 - d. Position of the mask on the face and cheeks
 5. The following criteria shall be used in determining the fit of the mask:
 - a. Chin properly placed, mask should fit snugly just under the apex of the chin.
 - b. Adequate strap tension, not overly tight.
 - c. Fit across the nose bridge, about the center of the nose-closely following the contour of the nose to cheek.
 - d. Respirator of adequate size to span the distance between the nose and chin.
 - e. Tendency of the respirator to slip, it should remain tight and secure against the face.
 - f. Self-observation in the mirror to observe the fit.
 6. The employee shall be instructed to move his head form side to side and up and down to allow the mask to seat.
 7. The employee shall conduct a user seal check as prescribed in this plan (positive and negative pressure checks).

8. The test will not be conducted if the employee has facial hair that would prohibit the face piece from making contact with the skin.
9. If the employee has difficulty breathing during the test, he will be referred to a physician to determine whether that employee can wear a respirator.
10. Prior to the beginning of the test, the employee will be given a description of the test and what his responsibilities are during the test. This will include a description of the test exercises to be performed during the test. The respirator must be worn a minimum of 5 minutes before the test begins.
11. The following are the test exercises to be performed during the test:
 - a. In a normal standing position, without talking, breathe normally.
 - b. In a normal standing position, without talking, breathe deeply.
 - c. Slowly turn head side to the extreme position. Hold head at each extreme momentarily to inhale.
 - d. Slowly move head up and down to the extreme position. Inhale each time you look up.
 - e. Employee must talk loud enough to be heard by the test conductor.
 - f. Grimace by smiling or frowning.
 - g. Bending over or running in place.
 - h. Normal breathing again.
12. Each test shall be performed for one minute except the grimace exercise, which requires only 15 seconds. The employee will be questioned about the comfort of the respirator upon completion of the test.
13. The respirator cannot be adjusted after the test begins. Adjusting the respirator will void the test.
14. Houston Area Contractors Safety Council will provide all fit testing. The test procedures shall be in accordance with appendix A to 1910.134.

Training and Use

All employees required to use respirators will be trained in the proper use, capabilities, and limitations of the respirator prior to use. Both the supervisors and employees will be so instructed by the Safety/Operations Manager, Field Superintendent, or outside source with specific approved training classes.

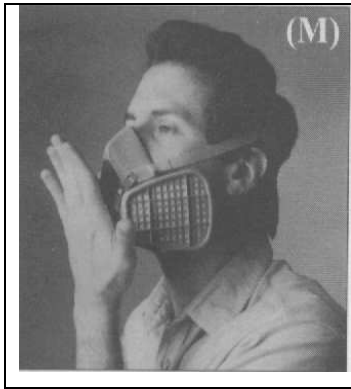
1. Employees will be aware of the two types of respiratory protection air purifying and supplied air. Supplied air is not a part of normal protection required for this job, should it become necessary to use this type of equipment a plan will be developed and training shall be administered by an accredited association. Employees will receive a certificate including their name, date, type, and brand of equipment certified to, and signature of the trainer. This will be filed with

- employee records. Air purifying respirators are part of normal work activities. They filter particles, vapors, and mists.
2. Prior to use, each employee will undergo a medical evaluation and fit test for the brand and model of respirator to be used. After satisfactorily completing the medical evaluation and fit test, the employee will be issued the appropriate respirator(s). All of this is at no cost to the employee.
 3. Each employee shall be instructed and aware of the capabilities and limitations of the respirator to be used. Each respirator used by this company (see above) is only to be used as intended. Particle mask and filtered respirators should be changed (filters) and cleaned when the employee detects a breakthrough or breathing becomes difficult.
 4. Each employee will demonstrate the ability to inspect, use, and clean respirator as shown below.
 5. Prior to each use, the employee will perform a positive and negative pressure check as prescribed in this plan.
 6. After each use, the respirator is to be cleaned (see below) and placed in the provided storage container. Never store heavy items on the respirators as it may damage the face piece.
 7. Each employee shall know how to use the respirators in an emergency situation, including situations in which the respirator fails.
 8. The training will provide the employee an opportunity to handle the respirator, have it fitted properly, test its face piece to face seal, and wear it in normal air for a familiarity period. Every employee required to wear a respirator will be fit tested, receive fitting instructions, including demonstrations and practice in how the respirator should be worn, how to adjust it, and how to determine if it fits properly.
 9. Employees will be re-trained annually at a minimum or when changes in the work place render previous training obsolete, employees inadequate use of the respirator or any other reason it may become necessary to add or re-train. New employees, despite experience and previous training, will be trained on this plan. In addition, should a remote work site dictate the need for further training, it will be completed in conjunction with the development of a site specific plan, fit testing and medical evaluations for the new respirator, inspections, fitting, cleaning, disinfecting, maintenance and storage training.
 10. Employees must be medically evaluated, fit tested, and trained prior to the use of any respirator, voluntary or mandated, with the exception of a disposable particle mask.
 11. Employee owned respiratory equipment is not permitted.
 12. Escape respirators are to be used one time only for the atmosphere they were designed to protect the wearer from.

Respirators are not to be worn when conditions prevent a good face seal. Such conditions may be growth of a beard, sideburns, a skullcap projects under the face piece, or side shields on some glasses. The absence of one or both dentures can also affect the face seal. It is for these reasons no employee required to wear a respirator is permitted to have a beard or long sideburns and any employee who should make any change in their dental habits (wearing of or obtaining dentures) will be fit tested by an outside source before resuming normal duties. Employees'

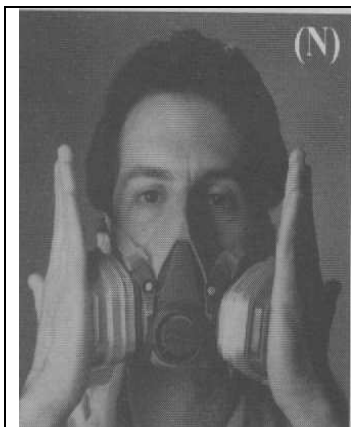
diligence in observing these factors will be evaluated by periodic checks. To ensure proper protection, the wearer will check the respirator each time it is put on. This will be done by following the manufacturer's instructions.

➤ Positive Pressure Fit Check



Place the palm of your hand over the exhalation valve cover and exhale gently. If the face piece bulges slightly and no air leaks are detected between your face and the face piece, a proper fit has been obtained. If face seal air leakage is detected, reposition the respirator on your face and/or readjust the tension of the elastic straps to eliminate leakage. Repeat the above steps. If you cannot achieve the proper fit do not enter a contaminated area. See your supervisor.

➤ Negative Pressure Fit Check

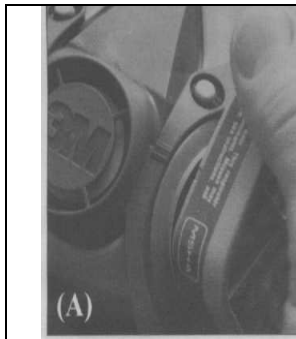


Place the palms of your hands over the cartridges to restrict airflow. Inhale gently; if you feel the face piece collapse slightly and pull closer to your face with no leaks between your face and the face piece, a proper fit has been obtained. If face seal air leakage is detected, reposition the respirator and/or tighten the elastic straps to eliminate the air leakage. Repeat the above steps until a tight seal is obtained. If you cannot achieve a proper fit, do not enter a contaminated area. See your supervisor.

Inspection, Cleaning, Maintenance, and Storage

Respirators (non-disposable type) will be regularly cleaned and disinfected. Each employee will clean his respirator after each day's use or more often if necessary. Respirators will be inspected during cleaning. Worn or deteriorated parts will be replaced.

➤ To clean the respirator



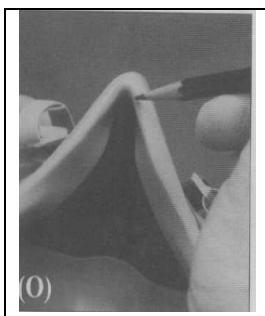
Remove cartridges and clean the face piece with 3M brand 504 wipes or immerse in warm cleaning solution and scrub with soft brush (temp. of water not to exceed 110°F). Rinse in fresh, warm water and dry in non-contaminated atmosphere.



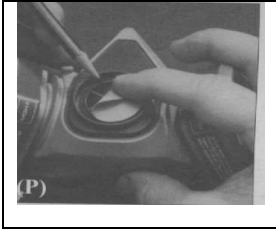
1. Remove filters or cartridges, disassemble face piece, discard or repair defective parts.
2. Wash components in warm water (110 F max) with mild detergent or cleaner provided by the company.
3. Rinse components in warm water (110 F max) water. Rinse thoroughly removing all detergents and residue.
4. Hand-dry with lint free cloths.
5. Reassemble respirator.
6. Test the respirator to ensure all components are functioning properly.

Respirators shall be issued to employees clean and disinfected. Employees will keep them cleaned and disinfected following the above procedure. Emergency escape respirators shall be kept in their container until needed so that they remain clean. After use these respirators are to be discarded.

➤ To inspect the Respirator



Check the face piece for cracks, tears and dirt. Be certain that the face piece, especially the face seal area, is not distorted. Examine inhalation valves for signs of distortion, cracking or tearing. Lift valves and inspect valve seat for dirt or cracking. Make sure the head straps are intact and have good elasticity. Make sure filter gaskets are properly seated and in good condition. Examine all plastic parts for signs of cracking.



Remove the exhalation valve cover and examine the exhalation valve and valve seat for signs of dirt, distortion, cracking or tearing. Replace the exhalation valve cover.

1. All respirators shall be inspected prior to each use or when a leak or some other irregularity occurs and during cleaning or at a minimum monthly.
2. Employees shall inspect emergency escape respirators prior to entering a facility that requires the respirator.
3. The inspection will include a check of the respirator function, and condition of all the components.
4. Check all strap and elastic parts for signs of deterioration.

➤ Respirator Maintenance



Cartridges should be used before their expiration date. The useful service of the cartridges will depend upon the activity of the wearer (breathing rate), the specific type, volatility and concentrations of contaminants or if irritation occurs. The cartridges should be replaced as soon as the wearer can taste or smell the contaminants or if irritation occurs.

1. If an employee's respirator happens to fail inspection it must be repaired or replaced. Only authorized, trained personnel shall make repairs. Defective respirators shall be turned into a supervisor as soon as the defect is found.
2. Respirators shall be repaired using only approved NIOSH parts design for the particular respirator.
3. Repairs shall be made according to the manufactures recommendations.

Respirators assigned to employees will be stored in their respective lockers. While respirators are being stored they are to remain in their protective pouches. They shall be stored in a manor that will protect them from damage caused by contamination, dust, sunlight, extreme temperatures, excessive moisture, and damaging chemicals. They shall be stored in a manor that prevents damage or warping of the face piece.

IDLH Atmosphere

Texas Stress, Inc. does not anticipate our employee's being subjected to atmospheres that are considered to be IDLH, however such the situation presents itself the company will insure that:

1. One or more persons (if required) are located outside the area thought to be IDLH.
2. This person will be trained as an attendant. This person will maintain visual, voice or signal contact with the person(s) located in the IDLH at all times. The attendant will not leave the area until relieved by another qualified attendant.
3. The attendant will be trained and equipped to provide effective rescue measures. The attendant will notify designated person(s) of the emergency by means of a signaling device, radio, or other predetermined media prior to entering IDLH atmospheres and attempting a rescue.
4. Attendant shall be equipped with and trained in the use of:
 - a. Pressure demand or positive pressure SCBA or a pressure demand or other positive pressure supplied air respirator with aux. back up.
 - b. Appropriate retrieval equipment or the equivalent means for rescue where retrieval equipment is not required.

Work Area Surveillance

Appropriate surveillance of work area conditions and degree of employee exposure will be maintained. During safety audits and at other opportunities the Safety Officer will make inspections of areas where respirators are used to ensure compliance with this program. When there is a change in the work place environment or degree of employee exposure or stress that may affect respirator effectiveness, the company will re-evaluate the respirator used. Texas Stress, Inc. will ensure that employees leave a respirator use area:

1. To wash their faces and respirator face pieces as necessary to prevent eye and/or skin injury.
2. If they detect a leak in the face piece or detect a vapor gas breakthrough.
3. To replace respirator, filters, cartridges, or canister elements.

Program Evaluation

There will be a regular inspection and evaluation to determine the continued effectiveness of the program. The Safety Officer or his delegate will make regular inspections and interview employees where respirators are used to ensure compliance with this program. The interview will include the following criteria:

1. Respirator fit-comfort or interference with work performance.
2. Appropriate respirator selection for the hazards the employee is exposed.
3. Proper respirator use.

4. Proper respirator maintenance.
5. Record keeping. Including all medical exams, fit testing and the program in general.

Air Quality Standards

Air quality standards as required by the regulation will be maintained.

Responsible Persons

Program Administrator	<ul style="list-style-type: none"> Responsible for the development and implementation of this plan Responsible for training employees Responsible for program evaluations Responsible for enforcing program Responsible for procurement of respirators
Field Superintendent	<ul style="list-style-type: none"> Responsible for enforcing respirator use Responsible for enforcing respirator cleaning and inspections Responsible for respirator repair/maintenance
Office Manager	<ul style="list-style-type: none"> Responsible for record keeping Responsible for booking employees for medical exams and fit testing

Texas Stress, Inc. Respirator Assignment

Respirator Number _____

Respirator Purchase Date _____

Inspection Date _____ (must be completed by supervisor when issued)

Respirator Assigned To _____

Respirator Type: _____

Filter Type: _____

Item	Satisfactory		Comments
	Yes	No	
Facial Seal Area- inspect for tears, rips	_____	_____	_____ _____
Exhalation Valve	_____	_____	_____ _____
Filter Attachment Coupler	_____	_____	_____
Head Gear	_____	_____	_____

Is this fall respirator acceptable for use? _____

Inspector _____ Inspectors Signature _____

Date _____

2001-STR-SF-0008

Confined Space Entry

The Safety Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

The Confined Space Entry Plan is effective to ensure safe entry methods are utilized prior to and during all work activities in a permit-required confined space. This program is designed to prevent personal injury and illness that may be prevalent in a confined space and to comply with the OSHA standard.

This program covers all employees and sub-contractors. The elements contained in this program must be followed in all situations where entry into a permit required confine space is necessary.

Workplace Analysis and Hazard Evaluation of Permit Spaces

A workplace analysis has been completed at the home office/shop of Texas Stress, Inc., only non-permit confined spaces have been identified.

Employees performing work at sites other than the home office/shop may encounter a situation that requires him or part of his crew to enter a permit required confined space. Due to the fact that individual customers have different procedures for permit required confined space entry, we are compelled to follow the entry procedures of the owning customer. These procedures should embody the requirements of OSHA standards. The following will list the criteria that must be met by our customers prior to an employee of this company entering a permit required confined space.

Measures to Prevent Unauthorized Entry

This company does not issue permits for confined space entry, thus we are not required to post warning signs, however employees of Texas Stress, Inc. are required to follow all warnings signs.

A warning sign for confined space entry will look similar to the below:

DANGER
Permit Required Confined Space
DO NOT ENTER

Safe Permit Space Entry Operations- Means, Procedures, and Practices

Acceptable entry conditions are specified as those in which:

1. All hazards in a permit-required confined space that can be eliminated have been eliminated via engineering controls, ventilation, or some other means.
2. Authorized entrants are protected by use of PPE against any remaining or potential hazards.
3. Procedures of this program are met or exceeded.
4. All entrants must have confined space training from HACSC.

The permit space shall be isolated from unnecessary work activity by means of signs and/or barriers.

The permit space shall be purged, flushed, or ventilated with the appropriate equipment as necessary to eliminate or control atmospheric hazards.

Pedestrian, vehicle, or other barriers shall be provided to protect entrants from external hazards.

Conditions in the permit space are acceptable for entry throughout the duration of an authorized entry as long as all monitoring, entry procedures, and attending as specified in this program are being followed.

Equipment Provision

This company will provide at no cost to employees all appropriate, adequate, and necessary PPE to enter a confined space. It will be our customer's responsibility to provide all testing and monitoring equipment, ventilation equipment, communication and lighting equipment, rescue and emergency equipment, and any other equipment necessary for safe entry into and rescue from a confined space. It will be the responsibility of the on site supervisor to ensure our customer has the necessary equipment and it is in good condition. On site supervisors will also ensure the use of the necessary equipment by employees.

Permit Space Condition Evaluation

Conditions in the permit space shall be tested (by customer) to determine if acceptable entry conditions exist prior to entry being authorized. If isolation of the space is not feasible, continual monitoring of the space must be maintained while occupied or while the entry permit is valid.

The permit space shall be tested or monitored as necessary to determine if acceptable entry conditions are being maintained during the course of entry operations. Employees shall review customer permit procedures, testing should include the following: Oxygen, Combustible Gases and Vapors, Toxic Gas and Vapors.

Permit Space Attendant Procedures

The company will provide at least one attendant outside the permit space in which entry is authorized for the duration of entry operations.

Active Role Designations, Duties, and Training

Texas Stress, Inc. provides training so that all designated employees acquire the understanding, knowledge, and skills necessary for the safe performance of duties assigned to them in a permit-required confined space entry procedure. The basic training is provided annually and site-specific training as work sites change. Training shall be done prior to confined space work assignment.

Employees will also be re-trained whenever there is a change in permit space operations that present a new hazard the employee has not previously been trained for or when company supervision notice deficiencies in the employees use or knowledge of the correct procedures.

Employee training shall establish proficiency in the duties and procedures stipulated in this plan. The plan shall be revised or new procedures introduced as it becomes necessary.

Each employee will be certified in the procedures of this plan. This certification will be written and contain, at a minimum, the employee's name, date, signature of the trainer and signature of the employee being trained. This certification will be made available to employees and/or their agents upon request.

The following categories of employees are designated employees, whose duties are as follows:

Authorized Entrants
Attendants
Entry Supervisors

➤ Authorized Entrants

Authorized entrants of a permit-required confined space are trained to the extent that they know the hazards they may face, are able to recognize signs or symptoms of exposure, and understand the consequences of exposure to hazards. Entrants know how to use any needed equipment, communicate with attendants as necessary, alert attendants to the warning signs or the existence of a hazardous condition, and exit as quickly as possible whenever ordered or alerted to do so.

➤ Attendants

Attendants to a confined space know the hazards of confined space, are aware of behavioral effects of potential exposures, maintain continuous count and

identification of authorized entrants, remain outside the space until relieved, and communicate with authorized entrants as necessary to monitor entrant status. Attendants also monitor activities inside and outside the space and order exit if required, summon the rescue team if necessary, prevent unauthorized entry. Attendants will not perform other duties that interfere with their primary duty to monitor and protect the safety of authorized entrants at the time of the permit. Attendants will not monitor more than one confined space. Each attendant will be responsible for his entrant(s) only.

➤ **Entry Supervisors**

Supervisors are to ensure all permits are in place and necessary equipment is in place and being used. Supervisors shall remove any employee who refuses to use the provided safety equipment. Supervisors should notify customer when conditions change or confined space work is completed.

Rescue and Emergency Procedures

Texas Stress, Inc. will utilize customer rescue teams. Attendants should contact rescue teams via phone, walkie-talkie, or other means as instructed by customer's entry procedures. Attendants should never attempt a rescue in a confined space.

Entry Permit System

Texas Stress, Inc. will not test, monitor, or issue permits for confined space activities. Our customer, however, all affected employees shall be part of the planning process, will issue permits. Each permit will be reviewed by the on-site supervisor and ensure that the permit includes the following:

1. Identification of the space
2. Purpose for the entry
3. Date and duration of the permit
4. A list of authorized entrants, by name
5. Names of current attendants and the entry supervisor
6. A list of all hazards in the permit space
7. A list of all measures to isolate the permit space and eliminate or control the hazards
8. The acceptable entry condition
9. The results of tests initiated by the person(s) performing the test
10. The rescue and emergency services available and means to summon them
11. Communication procedures for attendants and entrants
12. Required equipment such (such as respirators, alarms, etc..)
13. Other necessary information
14. Any additional permits that may be required (such as hot work)

Since our customers use different entry permit programs, the issuance, use, and cancellation of entry permits will be at their discretion. All affected employees shall review the duration and elements that could render a permit cancelled. Employees will

be trained and knowledgeable of emergency sirens or other emergency notification systems that will warn them of an emergency. After an emergency or the expiration of a permit or any type of gas release, all entrants are to be restricted from entry into the confined space until another permit is issued or the entry supervisor receives authorization from the owner/customer that the entry permit has been reinstated. After an emergency or gas release, the entry supervisor will make certain that the confined space has been tested for air quality prior to entry.

Multiple Employer Entry Procedures

If required to work under a permit with other companies the same criteria as listed in this program will be met. It may be necessary to enter into a meeting with all those involved in the permit to discuss operations. Any procedures and/or issues that are agreed upon will be written into the permit.

Post Operations Procedures

Employees of this company will notify attendants and/or customer representative upon completion of confined space work.

Review Procedures

Texas Stress, Inc. will review entry operations when we have reason to believe that the measures take under the program may not protect employees and we will correct deficiencies found to exist before subsequent entries are authorized. The program will be reviewed annually.

Responsible Persons

Safety Manager	Responsible for development and implementation of this program Responsible for training employees Responsible for reviewing and updating of the program
Field Superintendent	Responsible for field training to site specific plans Responsible for safety inspections Responsible for enforcing plan
Office Manager	Responsible for record keeping

Bloodborne Pathogens

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the management staff.

This plan was developed and is implemented to prevent employee illness or injury from exposure to potentially infectious material. A copy of this plan will be issued to all employees. Additional copies can be made available to any employee or his agent and the Assistant Secretary and the Director upon request.

Exposure Determination

Occupational exposure is the reasonably anticipated skin, eye, mucous membrane, or parental contact with blood or other potentially infectious materials that may result from the performance of an employee's duties. This would include cuts and abrasions that may occur through normal work activities. This determination is without regard to PPE.

Job Classifications:	<u>Shop Employees-</u>	Risk of exposure is only possible in the event of injury of other employees (mild cuts or burns). Shop activities are limited to loading and unloading of equipment and parts, and services and repair of company owned equipment.
	<u>Field Employees-</u>	Risk of exposure is only possible in the event of injury of other employees. All work is located in manufacturing and repair facilities. Tools and equipment do not have sharp or pointed edges, however the inherent dangers of working in this environment are present.
	<u>Office Employees-</u>	Risk of exposure is only possible in the event of injury to another office person. Exposure could occur through improper use of office equipment.

Compliance

Texas Stress, Inc. will:

1. Train all employees and enforce universal precautions to prevent contact with infectious fluids or materials. Employees shall treat all bodily fluids as infectious and potentially hazardous.
2. Engineer or institute work procedures that will minimize or eliminate employee exposure. Any engineering controls implemented shall be re-evaluated for effectiveness on a regular basis, at least annually.

3. Provide readily available hand washing facilities to all employees. If hand-washing facilities are not available, company will provide antiseptic disposable towelettes.
4. Ensure employees wash their hands after removal of gloves (medical).
5. Ensure employees wash their hands or any skin or flush mucous membranes as soon as possible after coming into contact with blood or other infectious materials.
6. Ensure employees' personal protective equipment (gloves) is worn when treating injuries.
7. Ensure these gloves (medical do not allow fluids to penetrate) are available in all sizes at all project sites, the shop and the office. These gloves are provided at no cost to the employee, they are disposable, single use gloves, and should be discarded properly after use.
8. Investigate any situation in which the employee temporarily declines to wear PPE. This would be in the rare instance in which the use of PPE would hamper safety services. The investigation will include methods to prevent similar situations in the future.
9. Ensure infectious material is disposed of properly.
10. Ensure that all equipment or environmental surfaces are cleaned and decontaminated after contact with infectious material.
11. Ensure that any employee exposed receive proper medical testing and treatment at no cost to the employee.

Hazard Communication & Training

Training per this plan is very simple at best. Employees' exposure to contaminated fluids or material is very remote. It is not foreseen that any employee will work anywhere in the vicinity of areas where infectious materials are present or stored.

- Hazard Communication
Buildings, rooms, containers or other areas that contain infectious materials will be identified with a sign reading BIOHAZARD. Employees are not to enter these areas or handle any type of container marked in this manor.
- Training
 1. Training will include an accessible copy of the regulatory text of 29 CFR 11910.1030 and an explanation of its contents.
 2. Do not enter areas or handle containers marked for infectious material.
 3. Do not touch bodily fluids or materials without proper PPE. Consider all bodily fluids and associated clothing and surfaces to be contaminated.
 4. Exam gloves will be worn when rendering first aid to fellow employees.
 5. Exam gloves are to be replaced if punctured.
 6. Exam gloves will be removed turning them inside out and disposed of properly.
 7. Remove PPE before leaving the area.
 8. Employees shall wash hands with warm soap and water immediately after removing gloves. In addition, exposed employees will wash any part of

his skin or flush mucous membranes that come in contact with bodily fluids or infectious material.

9. All personnel shall be trained on the details of this plan upon initial employment with the company and annually thereafter.
10. In the case of any emergency, notify supervision as soon as possible.

Hepatitis B Vaccination & Post-Exposure Evaluation & Follow-Up

The Hepatitis B virus vaccine and vaccination series is available at no cost to all employees who have occupation exposure. The vaccination is available after an employee has received his or her required training and within 10 working days of his initial job assignment, unless:

- The employee has previously received the complete Hepatitis B vaccination series
- Antibody testing has revealed the employee immune
- The vaccine is not advised for medical reasons

An employee who administers first aid as a second duty may receive vaccine within 24 hrs after exposure. An employee receiving post-exposure HBV will be provided with all the post exposure follow-up procedures listed in this plan.

An employee can initially decline the HBV. The employee can request the vaccination at a later date at no cost to the employee. Employees that decline the vaccine must sign the statement attached to this plan.

If the U.S. Public Health Service recommends routine boosters of HBV, such boosters will be made available to the employee at no cost to the employee.

Following a report of an exposure incident, the exposed (if consenting) will receive a confidential medical evaluation and follow-up. The medical evaluation after exposure and medical follow-up will at least include:

1. Documentation of the route of exposure.
2. A description of the circumstances under which the exposure occurred.
3. The I.D. and documentation of the source individual (if possible).
4. The collection and testing of the source individuals blood for HBV and HIV serological status.
5. Post exposure treatment for the employee.
6. Counseling.
7. Evaluation of any reported illness

The healthcare professional evaluating an employee will be provided with the following information:

1. A copy of OSHA Bloodborne Pathogens Standard 29CFR 1910.1030.
2. A description of the exposed employee duties as they relate to the exposure incident.
3. Documentation of the routes of exposure.

4. A description of circumstances under which the exposure occurred.
5. Results of the source individuals blood testing (if available).
6. All medical records applicable to treatment of the employee.

The employee will receive a copy of the evaluating healthcare professionals written opinion with in 15 days of the completion of the evaluation.

The healthcare professionals written opinion for HBV is limited to the following:

1. Whether the employee needs hepatitis B vaccination
2. Whether the employee has received such vaccination

The healthcare professional's written opinion for post exposure evaluation and follow-up is limited to the following information:

1. That the employee was informed of the results of the evaluation
2. That the employee was informed about any medical conditions resulting from exposure to blood or other infectious materials that require further evaluation or treatment.

All other findings or diagnoses will remain confidential and will not be in a written report.

Record Keeping

1. Texas Stress, Inc. will maintain a file on all affected personnel. It shall include the employee's name and social security number, all results of exams, medical testing, and follow-up procedures. In addition it shall include the employer's copy of the health care professionals opinion as well as a copy of the information provided to the health care professional. These records will be kept confidential.
2. Training records will be kept for each employee. Training records will include the name of the employee, date of training, signature of trainer, and the contents of the training. These records shall be maintained for 3 years.
3. All records required to be maintained by OSHA shall be made available to the Assistant Secretary and the Director upon request. Records are also available to the employee or his agent upon request.

Responsible Persons

Safety Manager	Responsible for development and implementation of this plan Responsible for training employees Responsible for procurement of PPE Responsible for enforcing plan
Office Manager	Responsible for recordkeeping.

Hepatitis B Vaccine Decline

I understand that due to my occupational exposure to blood or other infectious materials that I may be at risk of acquiring hepatitis B virus infection. I have the opportunity to receive the hepatitis B vaccine at no charge to myself. However, I decline hepatitis B vaccination now. I understand that by declining this vaccine, I continue be at risk of acquiring hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want the vaccine at no charge to me.

Print Name _____

Title _____

Date _____

Signature _____

Lifting Equipment

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

This plan was developed to ensure safe work practices and to prevent injury to personnel using or rigging for lifting equipment.

Equipment & Personnel

Texas Stress, Inc. owns two types of lifting devices: 5,000-lb/capacity Forklift
40,000-lb/capacity Mobile Crane

- All equipment meets or exceeds requirements of ANSI B30.5 1968.
- Only qualified, designated personnel are to operate equipment. Only qualified, trained personnel are to assist by rigging, directing, or otherwise helping the equipment operator.
- All equipment or parts must be received with weights, either by the piece or pallet load.
- Forklifts shall move pieces intended to be moved by forklift only (pallets, crates, etc.) within the maximum weight limits.
- Cranes shall move larger shipments. The crane shall have a load-rating chart on board and in clear view with clearly legible letters. The chart shall stipulate weight limits respective of all distances and boom positions.
- All hand signals used shall be those prescribed by the applicable ANSI standard. An illustration of the signals shall be posted on the equipment.
- All equipment is for shop/yard use only. Employees are prohibited from removing equipment from facility.
- Any employee of this company shall not operate customer cranes, forklifts, overhead cranes, gantry cranes or any other lifting device or machine. In addition, employees are not to secure rigging to loads, direct operators, or influence the lift in any way.
- Prior to use, equipment will be inspected on frequent and periodic intervals.

This plan shall be revised with the addition of new equipment or a change in procedure.

Inspections

- The following inspections are to be done daily by the equipment manager or his assistant:
 1. All control mechanism-adjustments, wear of components and contamination of lubricants.
 2. All safety devices-seat belts, warning lights/horn, etc.
 3. Deterioration or leakage in air or hydraulic systems.
 4. Crane hooks and fork blades for cracks.
 5. Wire rope shall be inspected for frays. In addition, if the crane has been idle for a period of one month or more, the wire rope shall be given a thorough inspection for all types of deterioration.
 6. All motor fluids.

- Periodic- these inspections shall be completed quarterly by the equipment manager:
 1. Deformed, cracked, or corroded in the crane structure and boom.
 2. Loose bolts or rivets.
 3. Cracked or worn sheaves and drums.
 4. Worn, cracked, or distorted parts such as pins, bearings, shafts, gears, rollers, and locking devices.
 5. Brake and clutch parts and/or linings.
 6. Load, boom angle, and other indicators over their full range.
 7. Engines for performance (tune-up if required) and components such as hoses, belts, fluid level (service) etc..
 8. Travel in steering, braking, and locking devices.
 9. Wire rope in accordance CFR 1926.550 (a) (7).
 10. Excessively worn or damaged tires.

Inspection records will be made for periodic inspections. This record will contain the date, name of the inspector, equipment number, and the results of the inspection. It shall be kept on file in addition to any repairs made.

Training

Employees required to use either piece of equipment must be trained prior to use. Training on each piece of equipment will be individual. Employees must pass a written and performance test and be certified by the company prior to use. Training will be refreshed annually or when a performance evaluation shows lack of skill or knowledge required for operating this equipment.

Forklifts

Only trained and authorized personnel shall be permitted to operate a forklift. Training will include a demonstration in the proficiency of the following:

- Inspection and Starting
- Instruments
- Control Functions
- Safe Driving and Loading Techniques
- Maintenance

Employees will be taught hands on by an authorized operator and educated on this plan.

Loading

1. Only stable or safely arranged loads shall be handled.
2. Only loads within the rated capacity of the forklift will be handled.
3. Long or high loads that affect capacity shall be adjusted.
4. When lifting maximum capacity loads the forks will remain as low as possible and the mast will be tilted to the full back position.
5. Loads should only be tilted forward if the load is in the deposit position.
6. When utilizing straps for loading, the forks will have in place a device to prevent the strap from sliding off the end of the fork.
7. Rigging shall be by trained authorized personnel.
8. Only approved lifting straps shall be used. Do not use rope, chain, etc.

Basic Operations

The following is basic guidelines in the safe operation of forklifts.

1. Forklifts shall be operated by trained, authorized personnel only.
2. Brakes and controls shall be tested by the operator prior to use. Needed repairs shall be reported immediately.
3. Equipment shall be operated at a safe speed for existing conditions. All turns and corners shall be executed at slow and safe speeds. Operators should avoid loose material or soft ground.
4. Clearances shall be checked in all directions, particularly overhead.
5. Forklifts shall not be fueled while running.
6. Forks shall be placed under the load as far as possible. Loads should not be raised or lowered while traveling. Loaded or empty, forks should be carried as low as possible, but high enough to clear uneven surfaces.
7. Operators shall always face the direction traveling. Arms and legs will be kept inside the compartment.
8. Operators will not take passengers, and will wear safety restraints.
9. On inclines, forklifts shall be driven with the load on the up graded side whether ascending or descending. Do not turn on inclines.
10. Sudden stops that may spill load should be avoided.

11. Unattended forklifts (operator 25 feet away or vehicle not in view) shall have the load fully lowered, controls neutralized, power shut off, and brakes set.
12. Supervisor shall ascertain that allowable levels of carbon monoxide are not being exceeded in enclosed areas.
13. Load limits as specified by the manufacturer shall not be exceeded.
14. Avoid lifting or bumping anything that could fall on the operator or another person.
15. Watch clearances for forks, upright, overhead guard, and tail swing.

Cranes

Only trained and authorized personnel shall be permitted to operate a crane and/or assist in the loading or unloading of pieces. Training will include a demonstration in the proficiency of the following:

- Inspection and Starting
- Instruments
- Control Functions
- Safe Driving and Loading Techniques
- Maintenance

Employees will be taught hands on by authorized operator and educated on this plan.

1. The crane shall not be loaded beyond rated load limit.
2. Plot the lift and the swing of the load and position crane so that the distance to the lift and swing are at a minimum.
3. When load weight exceeds the rated weight at any radius during the lift, outriggers shall be used. Wooden blocks used to support out riggers shall be strong enough to prevent crushing, free from defects, and sufficient in width and length to prevent toppling under the load.
4. Crane shall be level and where necessary, properly blocked. The crane shall never be operated near overhead lines. This equipment is restricted to company property, which has no overhead lines.
5. Only approved lifting devices (chokers, slings, shackles, etc.) are to be used. Loads shall be attached to the hook via one of these approved devices.
6. The hoist rope shall be wrapped around the load.
7. The load shall be balanced in the sling or lifting device before it is lifted more than a few inches.
8. Prior to hoisting, ensure that multi-part lines are not twisted.
9. Hoist load using smooth acceleration and control; do not jerk control levers.
10. Move load using swing, extend, boom and hoist to destination. Do not let the load come into contact with other objects or buildings.
11. No hoisting, lowering, swinging, or traveling shall be done while anyone is on the load or hook.
12. Never swing loads over people or the cab of the crane.
13. Never leave loads suspended in the air. All loads must be safely landed prior to exiting the crane.

14. When moving the crane the boom shall be fully retracted and the hoist line in as to keep the block within the 12” of boom tip.
15. The boom shall be in line with the travel direction.
16. Before traveling with a load, the equipment manager must inspect the load and weight.
17. The crane with or without a load shall not travel with the boom so high that it may bounce back over the cab.
18. Crane counterweight is not to be removed, increased, or otherwise altered.
19. A current fire extinguisher shall be maintained on the crane.

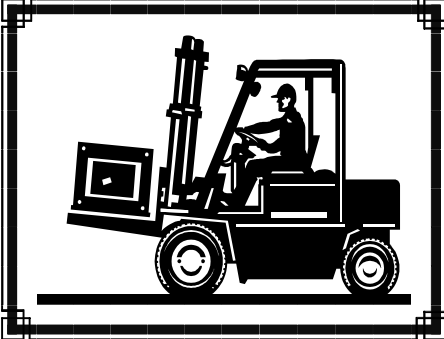
Responsible Persons

Safety Manager	Responsible for development and implementation of this plan, and training employees.
Equipment Manager	Responsible for equipment maintenance, repair and inspections.
Office Manager	Responsible for recordkeeping.

Forklift Training Certificate

This Certificate is Presented to

For completing the Texas Stress, Inc. forklift training class. The above named employee is now certified to operate a 5000 lb. Hyster forklift, on the property owned by Texas Stress, Inc.



Date Trained _____

Trained By _____

Trainers Signature _____

First Aid

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

The purpose of this plan is to provide a means for injured employees to receive prompt treatment and/or to prevent further injury or infection.

Texas Stress, Inc. will provide at no cost to employees:

1. Availability of medical personnel for advice and consultation on matters concerning occupational health.
2. Make provisions for prompt medical attention prior to the start of any project.
3. Make easily available to employees a first aid kit. The kit should meet the requirements of the ANSI Standard Z308.1-1998 and consist of a weatherproof container with individually sealed items. The equipment manager prior to each project or weekly shall visually check each kit. First aid kits can be found in the Texas Stress office, Texas Stress shop and in each Mobile Rig.
4. Provide a line of communications for employees so that they may contact emergency services in the event of a serious injury.
5. In areas where 911 is unavailable, employees will be provided with emergency phone numbers. The supervisor will be responsible for posting these emergency numbers in an area frequented by employees.
6. Where there is a chance employees may be injured by caustic, acids, and the like, the company will inform all employees of the location and how to use emergency eye wash stations and safety showers.

First Aid Contents

All Texas Stress, Inc. first aid kits contain the required contents per ANSI Standard Z308.1-1998.

- 1 Absorbent Compress, 32 sq. in. with no side smaller than 4 in.
- 16 Adhesive Bandages, 1 X 3 in.
- 1 Adhesive Tape, 5 yards
- 10 Antiseptic, .14fl. oz. application
- 6 Burn Treatment, .14 fl. oz. application
- 4 Medical Exam Gloves
- 4 Sterile Pad, 3 X 3 in.
- 1 Triangular Bandage, 40 X 40 X 56 in.

Additional appropriate items will be included depending on specific hazards for each work site.

Training

- All persons expected to render first aid or CPR on project sites will be properly trained by the U.S. Bureau of Mines, the American Red Cross or other qualified agents.

Responsible Persons

Safety Manager	Responsible for development and implementation of this plan.
Equipment Manager	Responsible for inspection and re-supplying of kits.
Office Manager	Responsible for keeping records of injuries.

Benzene

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

The purpose of this plan is to eliminate injury to employees from exposure to benzene.

In accordance with OSHA's CFR 1910.1028 (f) (2) (I) exposures to benzene shall not exceed the PEL of .3 percent ppm. The vast majority of projects completed by this company take place in repair or fabrication shops. These facilities, as well as the facility maintained by the company do not use products used for vehicles or lubricants that contain high or harmful amounts of Benzene. Petro-chemical facilities house or perform processes that contain benzene in harmful amounts.

Texas Stress, Inc. is a metal service company only and is not permitted to make mechanical changes at any customer facility. It is for this reason, eliminating benzene hazard through engineering at our customers facility is not feasible.

Should it ever become necessary to work in areas where benzene is known to exceed the PEL the company will reduce exposure to acceptable levels through work practice controls. These work practice controls consist primarily of respiratory protection.

Copies of this plan are available on request to all employees, their agents, the Assistant Secretary, and the Director. Exposure records are available to the affected employee, his agent, the Assistant Secretary and the Director.

Monitoring

1. Prior to beginning any project in an area where benzene is known to be present in the process in harmful amounts, the supervisor will obtain monitor readings from plant operators. These readings shall be the latest air quality samples taken prior to the project start.
2. Monitor results shall be for the present shift or no longer than 12 hours.
3. Should air quality results not be taken or made available, project work will not commence.

Training

1. Supervisors will inform crew employees of the monitor results and/or presence of benzene as part of the hazard survey.
2. Employees will be trained in respiratory protection as outlined in the respiratory plan.

Equipment

1. Respirators shall be NIOSH approved half-mask (pending further training in respiratory protection) with the appropriate filters. The filter cartridge will be equipped with an end-of-life-service indicator.
2. Should this equipment not be sufficient for the levels of benzene in the area, the additional training and equipment shall be required. (see below chart)
3. All employees to prevent eye and dermal exposure in benzene-contaminated areas shall wear protective clothing. The PPE shall be in accordance with 29 CFR 1910.133.

Airborne Concentration	Respirator Type	Training Required
Less than or = to 10 ppm	½ mask, air purifying, organic vapor filters	Standard Training
Less than or = to 50 ppm	Full mask, air purifying, organic vapor filters	Additional Training Required
Less than or = to 100 ppm	Full mask, powered air purifying, organic vapor canister	Additional Training Required
Less than or = to 1000 ppm	Full mask, supplied air, positive pressure mode	Additional Training Required
Greater than 1000 ppm or unknown concentrations	Full mask, self contained or supplied air with self contained back up, positive pressure	Additional Training Required

This program shall be implemented the last quarter of 1999. The program shall be evaluated annually for effectiveness.

Exposure

Employees who have been or who may have been exposed to benzene shall have made available to them a medical surveillance program. All examinations, procedures and treatment will be at no cost to the employee.

Responsible Persons

Safety Manager	Responsible for development and implementation of this plan. Responsible for procurement of equipment
Field Supervisor	Responsible for obtaining monitoring information and training crew accordingly. Responsible for enforcing rules in accordance with respiratory plan.
Office Manager	Responsible for recordkeeping.

Hydrogen Sulfide (H₂S)

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

The purpose of this plan is to prevent employee injury or illness from exposure to H₂S.

H₂S is a gas created from a blend of hydrogen gas and sulfur dioxide. This gas is present in most drilling operations in different concentrations. It can also be present in oil processing most particularly in the crude and sulfur recovery units.

H₂S can be harmful or fatal if exposed. Low-level exposure can cause disorientation and feelings of utopia. Continued exposure at this level can cause permanent brain damage or death. High concentrations can cause permanent brain damage or immediate death. Low levels of exposure can irritate the eyes and has the odor of rotten eggs. H₂S is colorless at all concentrations.

On field projects where H₂S is thought to be present through the process the equipment is designed for, the company (site supervisor) will require air quality samples taken prior to the start of work. If air quality samples reveal H₂S present in concentrations of 5 ppm, constant monitoring of the area will be required. Employees will be notified when concentrations reach 10 ppm. If for any reason air quality samples cannot be taken, the company will purchase and issue affected employees personal alarms preset to alarm at 20ppm H₂S. At 20 ppm employees must evacuate the area and not return without proper respiratory protection, self contained or supplied air.

Field supervisors will ensure that all employees know the site-specific emergency action plan. Supervisors shall complete this as part of the haz-com requirements. Work in confined spaces including evacuations; require special training as per the confined space plan of this manual.

Responsible Persons

Safety Manager	Responsible for development and implementation of plan and procurement of equipment.
Field Supervisor	Responsible for obtaining monitoring information and training crew accordingly. Responsible for enforcing rules in accordance with respiratory plan.
Office Manager	Responsible for recordkeeping.

Ground Fault Protection

The Safety/Operations manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

The purpose of this plan is to prevent employee injury through the use of an assured grounding program. This plan shall be available at all job sites. A copy of this plan shall be made available to the Assistant Director and the Director upon request.

Program

The company will supply ground fault interrupters to be used on all 120-volt single phase 15 and 20 amp receptacle outlets on construction sites which are not part of the permanent wiring of the building or structure.

Each site supervisor shall be responsible for implementing this plan.

Employees are prohibited from using any equipment, which does not meet the requirements of this plan.

Inspection

Employees will visually inspect each cord set, plug, and receptacle for cord sets and any equipment connected by a cord set prior to each use.

Equipment found to be defective should be turned into the Equipment Manager for repair. Items that are defective shall be tagged "DO NOT USE" and removed from service.

A continuity test shall be performed on all cord sets and receptacles that are not part of the permanent wiring, before use, following repairs, after any incident in which damage is suspect and at intervals not to exceed three months. All circuits must be electrically continuous.

A record shall be kept of all tests that result in the removal of an electrical device. This record shall be in the form of a maintenance request document. The part number, test date, and malfunction shall be recorded on the form and submitted with paperwork package at the end of the day, week, or project.

Responsible Persons

Safety Manager	Responsible for the development and implementation of this plan.
Field Supervisor	Responsible for the enforcement of this plan.
Office Manager	Responsible for recordkeeping.

Equipment Lockout/Tagout

The Safety/Operations Manager written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

This plan establishes the minimum requirements for the lockout of energy isolating devices whenever maintenance or servicing is done on equipment or machines. Employees that work in the field will encounter equipment that requires lockout/tagout prior to the start of work. The procedures governing the operations of lockout/tagout may change somewhat from job to job as our customers may have different programs. This program shall be the minimum guidelines that will be observed while performing work on equipment that must be locked out.

All employees are required to comply with the procedures, restrictions, and limitations imposed upon them during the use of lockout by the owning customer.

Equipment Listing

Field employees will encounter process equipment that must be locked and tagged out prior to service. On standard call out service work, the customer representative will supply the lead man with a list and /or map if necessary of equipment to be serviced.

Shop Survey

In the shop (1304 Underwood Rd. La Porte, Texas) exist the following equipment and isolation sources. Breaker box, breaker and equipment it serves is how it shall be listed.

<u>Box Number</u>	<u>Breaker Number</u>	<u>Volt/Amp</u>	<u>Equipment Serviced</u>
1	2/4	240 v/40 a	Steam Machine (recpt)
2	19/21	240 v/30 a	Clothes Dryer (recpt)
	18/20	240 v/30 a	Hot Water Heater
	27/29	240 v/50 a	Household oven (recpt)
3	7/9/11	240 v/30 a	A/C #2
	8/10/12	240 v/30 a	A/C #1
	13/15/17	240 v/30 a	Transformer
	14/16/18	240 v/30 a	Shop Exhaust Fans
4	7/9	240 v/60 a	Receptacle
	2/4	240 v/30 a	Receptacle
	3/5	240 v/30 a	Receptacle
5	1/3/5	480 v/60 a	Disconnection Box
	2/4/6	480 v/60 a	Disconnection Box
	7/9/11	480 v/60 a	Disconnection Box
	8/10/12	480 v/60 a	Transformer

Procedural Steps to Control Hazardous Energy

➤ Field Employees

Customer representatives will communicate to Texas Stress, Inc., supervision when working in an area, or on a piece of equipment that will require lockout. The customer is to identify all switches, valves, or other energy isolating devices that apply to the equipment in the need of service. Once notified by customer representative the need for the lockout of our equipment, Texas Stress, Inc.'s on-site supervisor will:

1. Notify all affected employees that the service is required on equipment that must be locked out prior to the start of work.
1. Supervisors will understand the type and magnitude of the energy that the equipment utilizes, the hazards of the energy, and the method to control the energy. Supervisors will obtain this information from customer representative. Supervisors will include this information in crew training.
2. Attach locks and/or tags as prescribed in customer procedures. The lock out tags shall be the customers (as these are the only ones they will recognize), they shall include at a minimum the company name, supervisors name, date, time, and equipment being isolated. The locks shall be those owned by Texas Stress, Inc. personnel. Locks shall be of good construction; in addition a multi-lock hasp will be used when multiple locks are required. The locks shall be attached to all necessary equipment or lock box and the key shall remain with the owner of the lock. The supervisor or customer representative will verify the lock out by trying to start the equipment. Once this has been completed, the supervisor will escort employees to all lockout/tagout points and the affected employees will attach their locks to the supervisor's. The locks shall remain in place until the project is complete or relief shift arrives.
3. When the project is complete, all equipment and personnel have been cleared from the area, the supervisor may notify customer representatives that Texas Stress, Inc. has completed its services and will remove all locks and tags. Signed off tags will be submitted to customer with paperwork package.
4. When being relieved, all crewmembers will remove all locks; the on duty supervisor shall then escort the relief supervisor to all tag and lock locations applicable to the project. The on-duty supervisor shall sign the tag off, the relief supervisor shall sign on and the relief supervisor shall install his lock while on-duty supervisor removes his. Following shift change, the new on-duty supervisor will escort his crew to all applicable lock out points and employees will attach their locks with the supervisors.
5. Each supervisor is responsible for training his crew on the location of the lock/tag out points as well as the source and magnitude of energy. This will be recorded on the hazard assessment form.

Responsible Persons

Operations Manager

Responsible for developing and implementing plan.
Responsible for training.

Field Superintendent

Responsible for field application of the plan.
Responsible for procuring electrical testing
equipment.
Responsible for enforcement of the plan.

Office Manager

Responsible for recordkeeping.

Electrical Safety

The Safety/Operations Manager has written this program specifically for Texas Stress, Inc. with the assistance of the Management Staff.

This plan is in place to minimize the possibility of employee injury by electrical shock.

Written Procedure

The circuits and equipment to be worked on shall be disconnected from all energy sources. Control circuit devices, such as push buttons, selector switches, and interlocks, may not be used as the sole means for de-energizing equipment. Interlocks for electric equipment may not be used as a substitute for lockout/tagout procedures.

1. Only qualified personnel shall lock, tag, de-energize and/or service equipment.
2. Prior to opening electrical equipment, or while working in the vicinity of electrical panels, transformers, temporary sub stations and the like, a barricade shall be installed at a minimum distance of 10 feet from the equipment.
3. Working in the areas of electrical equipment with cranes, forklifts, trucks, or other mobile equipment would require a barricade a minimum distance of 25 feet.
4. Employees are not to perform work in areas when vision is limited by poor lighting. Adequate lighting shall be installed that would permit an employee to perform his job on or around electrical equipment.
5. When working in confined spaces that pose an electrical hazard, the hazard shall be eliminated or contained by means of an insulating shield or protective barriers. These steps must be included on entry permits.
6. All ladders used by Texas Stress, Inc. employees must be constructed of fiberglass or wood, no metal ladders are permitted.
7. Employees working on or in the vicinity of electrical equipment shall remove all electrically conduct articles of clothing and jewelry unless they are rendered non-conductive by wrapping or insulating them.
8. Employees should not have the opportunity to handle long conductive objects, however; should it become necessary to move pipe, scaffolding poles, and /or other conductive materials, caution shall be exercised so not to come in contact with machinery or electrical devices.
9. Posted minimum approach distances shall be observed by all employees.
10. Employees are not to enter a posted or barricaded area without permission from the safety manager.

Employees required to work under overhead lines will de-energize them following procedures for lockout/tagout. If it is not possible to de-energize lines a safety plan for that project will be developed. It will include safe distances, barricades, limited use of cranes and forklifts, power platforms or other devices that could come in contact with the lines. It shall also include, if necessary, a person designated as a watch to ensure personnel and/or equipment stay clear of danger. The watch will be equipped with a warning device of some kind that all personnel on the site can easily identify.

Texas Stress, Inc. maintains this written procedure as outlined in paragraph (b) of the standard and makes it available for inspection by employees and the Assistant Secretary of Labor and his/her authorized representative.

Energize/De-energize Equipment

Authorized, trained personnel may do equipment that is to be connected/disconnected to portable power generators. Prior to making or removing this temporary connection the power generator will be off, both power unit and combustion engine. Equipment that must be connected/disconnected to customer power supply other than an approved plug (i.e. throw switch box, directly to breaker, etc.) will be performed by authorized employee. No employee of Texas Stress, Inc. shall open, test, connect, or disconnect into customer power supplies.

Authorized employees who have been trained in the installation of electrical plugs may install a plug to portable equipment for temporary connection to customer power.

Verification of De-energizing Condition

The requirements of this paragraph shall be met before any circuits or equipment can be considered and worked as de-energized.

1. A qualified person shall operate the equipment operating controls or otherwise verify that the equipment cannot be re-started.; This is to be completed in accordance with testing equipment in the lockout/tagout plan.
2. A qualified person shall use test equipment to test the circuit elements and electrical parts of equipment to which employees will be exposed and shall verify that the circuit elements and equipment parts are de-energized.

Re-Energizing Equipment

These requirements of this paragraph are to be met , in order given, before circuits or equipment are energized, even temporarily.

1. A qualified person shall conduct tests and visual inspections, as necessary, to verify that all tools, electrical jumpers, shorts, grounds, and other such devices have been removed, so that the circuits and equipment can be safely energized.
2. Employees exposed to the hazards associated with re-energizing the circuit or equipment shall be warned to stay clear of circuits and equipment.
3. There shall be visual determination that all employees are clear of the circuits and equipment.

Training

The training program will consist of two parts, one being for personnel to be qualified, and the other for personnel who will be unqualified. Qualified personnel will consist of field mechanics and their supervisors. Training for qualified personnel will begin after a minimum of 6 months of employment, but no longer than 1 year. Their training will be refreshed annually. Unqualified personnel will consist of helpers, laborers and new employees regardless of experience. Training for unqualified personnel will be completed at the time of employment.

➤ Qualified Personnel

1. Will be trained in the recognition of electrical hazards and the danger they impose.
2. Shall be knowledgeable of company owned equipment, its functions, and its dangers.
3. Shall be trained in reading portable test meters.
4. Shall be trained in troubleshooting skills.

➤ Unqualified Persons

1. Shall be trained to recognize electrical equipment and its hazards.
2. Shall be trained in the basics of the equipment and its functions.

Electrical Safety for Mobile Units, Portable Electric Consoles and HV Fans

1. Equipment electrical consoles shall be connected to mobile, combustion engine power sources with power unit and engine off.
2. All of this equipment is 480-volt AC primary feed.
3. Mobile units and portable consoles produce secondary power of 80 volts and up to 120 amps. Amps can be checked by clamping meter on one of the two leads in each secondary power cable. Each cable has the potential of powering three heaters. Each heater draws 40-power amp. The meter can be used to ensure the heaters are functioning from control unit.
4. Mobile units and portable consoles have no rotation, therefore the live wires in the S/O cable (red, black, and white) can be connected in any order, green is ground.
5. HV fans do have rotation and must be tested for correct rotation following hook up. Follow test procedures outlines in lockout/tagout. If the rotation is incorrect, two of the three live phases must be switched.
6. Customer representatives only may connect company owned equipment into the house power. Procedures for test/start up shall be done in accordance with lockout/tagout requirements.
7. Secondary cables on mobile and portable units shall be equipped with insulation twist lock type connectors.
8. All heaters shall be equipped with the insulated twist lock connector mate.
9. Heaters shall be in place prior to making the electrical connection.
10. The electrical temporary connection shall only be made with the main power supply off, in accordance with lockout/tagout procedures.

11. In populated areas each wrap shall be barricaded to warn other workers of the process.
12. A fire watch shall be assigned to watch these wraps in accordance with the fire protection plan, this watch will also be instructed to look for failed connections and/or other problems that could pose an electrical danger.
13. Troubleshooting will be completed utilizing the clamp-on type meter; this will allow tests of circuit to be completed at a safe distance.
14. Secondary and main power shall be off when making repairs to wraps or connections.
15. Tear down shall work in the same fashion. All power sources off prior to disconnection of the heaters. Engines off prior to disconnection of main power supply.

Shop Equipment

1. All shop equipment is to be repaired or serviced in accordance with lockout/tagout plan. Equipment shall be locked and/or tagged out prior to servicing.
2. Work on electrical panels, wiring, or systems that are part of the shop facility is prohibited by any employee. Should it become necessary to add or alter cabling, add or remove breakers, work on or replace transformers and the like, a licensed contractor will be hired by the company.

Mobile Units and Portable Consoles

1. Employees shall attach cold disconnected electrical heaters to work piece as instructed by supervisor.
2. Employees shall pull primary and secondary connection leads to the respective points.
3. Employee may make connections only in the presence of a qualified person. These connections must be inspected by a qualified person.
4. Employees are prohibited from engaging high voltage power.
5. Employees are prohibited from repairing or servicing electrical equipment.

Responsible Persons

Operations Manager	Responsible for developing and implementing plan. Responsible for training.
Field Superintendent	Responsible for field application of the plan. Responsible for procuring electrical testing equipment. Responsible for enforcement of the plan.
Office Manager	Responsible for recordkeeping.

Welding, Cutting, and Brazing

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

The purpose of this plan is to minimize injury to employees while performing welding, cutting, or brazing operations. The plan shall specify requirements for the safe operation and use of all associated equipment.

Welding, Cutting, and Brazing

1. Experienced and properly trained personnel shall perform welding and cutting.
2. When welding or cutting in elevated positions, precautions shall be taken to prevent sparks and hot metal from falling onto people or material below.
3. Suitable fire extinguishing equipment shall be available at all locations where welding and cutting equipment is used. Employees shall be trained in the proper use of the fire extinguishers.
4. Welders or their helpers when engaged in welding or cutting operations shall not carry matches or disposable lighters.
5. A fire watch shall be maintained whenever welding or cutting is performed in locations where combustible materials present a fire hazard. A fire check shall be performed thirty minutes after the completion of welding in the area the welding was performed.
6. Machinery, tanks, equipment, shafts or pipes that could contain explosive or highly flammable materials shall be thoroughly cleaned and decontaminated prior to the application of heat.
7. If the part to be welded is in the vicinity of flammable or explosive materials, the part shall be moved to a more suitable location. If the part cannot be moved and all of the fire hazards cannot be removed, guards shall be installed to contain heat, sparks, and slag from the immovable fire hazards.
8. If it is not possible to remove either the part from the hazardous environment or remove place guards or engineer the hazards from the environment, welding shall not commence.
9. A fire watch with a readily available fire extinguisher, shall be required when welding or cutting is performed in locations where there is a possibility for other than a minor fire or when:
 - Combustible material in building construction or contents, is closer than 35 feet from the operation.
 - Combustible materials are more than 35 feet but are easily ignitable by sparks.
 - Wall or floor openings within a 35-foot radius expose a combustible material in adjacent areas including concealed spaces in the walls or floors.
 - Combustible materials are adjacent to the opposite side of metal partitions, walls, ceilings, or roofs and are likely to be ignited by conduction or radiation.

10. In dusty or gaseous spaces where there is a possibility of an explosion, welding or cutting equipment shall not be used until the space is thoroughly ventilated and combustibles removed.
11. Adequate ventilation or approved respiratory equipment shall be used while welding in confined spaces:

In addition, when working in confined spaces:

- Welding machines and cylinders shall remain outside of the confined space. Prior to starting, heavy portable equipment on wheels shall be securely blocked to prevent movement.
 - When a welder must enter a confined space through a small opening or manway, a lifeline shall be attached for quick removal in the event of an emergency. The lifeline shall be attached so that it does not become jammed in the exit opening. An attendant shall be stationed outside the opening at all times and put rescue operations into effect when necessary.
 - If welding is suspended, such as during a break, lunch or overnight, all electrodes shall be removed from the stringers and stringers positioned in such a manner as not to cause accidental contact. The welding machines shall be turned off and the hose and torch removed from the confined space.
 - When not in use the torch valve on oxy/fuel cutting systems shall be closed. During breaks and overnight the cylinders shall be turned off and the hose and torch removed from the confined space.
 - After welding operations are complete, the welder shall mark the hot metal or provide some other means of warning workers that the metal is hot.
12. While cutting, brazing or welding zinc, brass, bronze, stainless steel, galvanized, or lead coated material adequate ventilation shall be used.
 13. No welding of material containing cadmium is permitted.
 14. Prior to any welding or cutting operation an inspection will be made by the safety or equipment manager. This inspection will be made in the presence of and including the welder, fitter, helper, and fire watch. All personnel involved in the operation will have knowledge of the operation, location of flammable materials (if applicable) and location of fire extinguishers.
 15. First aid equipment shall be available at all times. All injuries shall be reported at once, first aid shall be administered until medical attention can be provided.

Electric Welding

The following guidelines shall be adhered to while performing electric welding operations.

1. Only personnel qualified to operate arc-welding equipment are set up, use and /or perform maintenance on the equipment. Qualified persons would be those who hold certifications from an accredited school or whose work experience demonstrate they have the ability to use the equipment in a safe and proficient manner. All personnel required to use this equipment will be interviewed and approved by the safety and operations manager prior to work assignment.

2. Personnel instructed to operate this equipment will have strong knowledge of this plan including fire prevention and protection, personnel protection, health and ventilation and if using gas shielded arc welding they must be familiar with AWS standard A6-1-1966.
3. No electric welding machine, either AC or DC, shall be operated until the frame or case of the machine is electrically grounded.
4. Welders shall wear an approved welding helmet with a minimum of a #9 lens, proper protective gloves and clothing. Helpers shall wear proper eye protection, gloves, face shields and clothing. Other employees shall not observe electric welding operations unless they use appropriate eye protection.
5. Welders shall wear proper eye protection to guard against flying particles when the helmet is raised.
6. Welding machines will be placed a minimum of four feet apart.
7. Operators of equipment should report any equipment defect or safety hazards and discontinue use of the equipment until repairs are made or hazards eliminated.

Gas Welding

When employees perform welding operations utilizing an oxygen/acetylene gases for welding the following guidelines will be observed.

1. Approved eye protection with a minimum #3 lens, protective gloves and clothing shall be worn during welding or cutting operations, or while cleaning scale from welds. Helpers or attendants shall wear proper eye protection.
2. Only approved torches, regulators, and hoses shall be used.
3. A competent person, as judged by the company, shall be instructed in the use and safe handling of cutting equipment. This person shall be in charge of operations utilizing this equipment. He will have at his disposal all the rules, precautions, and instructions that govern the use of oxy/fuel cutting systems.
4. Matches or disposable lighters shall not be used to light torch. Torch shall not be lit on hot work.
5. When welding equipment is not in use, the cylinder valves shall be closed and the pressure in the hose released.
6. Gas hoses shall be placed where they are not tripping hazards.

Compressed Gases Bottles-Handling and Storage

1. Care shall be exercised in handling all gas cylinders. They will not be lifted by valve protection caps. They should not be carried by hand, rather roll them in an up-right position. Do not use slings to move cylinders.
2. Gas cylinders, whether full or empty, shall be secured in an up-right position. Valve protection caps shall be kept in place except while regulators and hoses are attached.
3. Oxygen cylinders shall not be stored near highly combustible materials, especially oil and grease or fuel gas cylinders. Stored cylinders shall be stored a minimum of 20' apart.
4. Welding or cutting of any pipeline, tank, empty container, or piece of equipment shall not be performed until it is assured the object is free from highly flammable materials or an explosive mixture of gases. Before welding or cutting operations begin, the hazardous materials shall be removed, or it shall be vented to the atmosphere to prevent an explosion from expansion of trapped gases.
5. Cylinders shall not be allowed to come into contact with energized conductors, ground wires from electrical equipment, or welding machines.
6. Valves from compressed gas cylinders shall be opened slowly and with proper wrench.
7. Before the regulator is removed from a cylinder, the valve shall be closed and all pressure released from the regulator.
8. A leaking cylinder shall not be used. Such cylinders shall be taken away from sources of ignition, notify supervisor immediately so that he may notify the cylinder supplier.

Training

1. All employees required to work in the vicinity of cutting or welding operations shall be properly trained. This training will include fire prevention, fall protection, confined spaces, housekeeping, general safety (PPE) and all facets of working safely with or around this equipment.
2. Employee training on the safe use, maintenance, and handling of this equipment will be refreshed annually.
3. Employees will signify that they understand and will comply with associated safety rules in writing.

Responsible Persons

Safety Manager	Responsible for the development of this plan Responsible for training affected employees
Equipment Manager	Responsible for procurement of equipment Responsible for repair and maintenance of equipment
Office Manager	Responsible for recordkeeping

Recordkeeping

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

It is the policy of Texas Stress, Inc. to maintain records of all health safety documents for a minimum of five years, not including the current year. The Office Manager will maintain logs and files that include, but are not limited to:

Injury Records

Injuries per OSHA definitions will be recorded on an OSHA 200 form or equivalent within 24 hours of being reported. A master injury log will be maintained in the main office for reporting of all injuries, no matter how small.

The summary portion of the OSHA 200 form will be posted in accordance with the current Federal Guidelines-1993. Guidelines require the form to be posted from February 1st to March 1st of each year in a location where employee notices are normally placed.

TWCC-1 forms filed with the TWCC (Texas Workers Compensation Commission) shall be kept on file in the main office.

Claim/loss information from insurance carriers (all coverage) shall be maintained in the main office.

Inspection Reports

A log and file will be maintained in the main office itemizing all inspection reports required in this safety program. All equipment, facility, vehicle, and site safety inspection reports will be maintained. Only company approved inspection forms will be used. It is the responsibility of the site supervisor to complete all reports to the main office with the noted corrective action taken.

Safety Meetings

A log and file of safety meetings will be maintained in the main office. Only company-approved safety meeting forms shall be used. When safety meetings are used for training activities, it should be duly noted on the log. The individual conducting the meeting is responsible for the completion of the form and turning it into the main office.

Safety Training

A log and file of all training shall be maintained in the main office. Only company-approved safety training forms shall be used. Annual and/or quarterly training requirements will be noted on the log and monitored by the main office. All training requirements by OSHA/ Regulatory Agencies will be conducted in accordance to regulatory time requirements. Regulatory recordkeeping requirements will be followed. Specialized training concerning specific equipment, forklifts, cranes, hazard communication, etc. will be conducted and documented using company forms in accordance with OSHA/Regulatory guidelines.

New Employee Safety Orientation

A log shall be maintained by the main office to insure the new employee safety orientation is conducted with all new employees. Supervisors are responsible for conducting new employee orientation using company approved forms.

Accident Investigation Reports

A log will be maintained in the main office to insure that an accident investigation report is turned in for each reported accident. the main office will maintain a file of all accident investigation reports. Only company approved accident investigation report forms shall be used to document accident investigation data.

Quarterly Accident/Injury Analysis

A file of Quarterly Accident/Injury Analysis reports shall be maintained in the main office.

Employee Access to Files

This company will provide access (the right and opportunity to examine and copy) to all medical and/or exposure to the respective employee. Access to these files will be granted to any employee or former employee or the representative within fifteen days of written notice. The information will be provided to the employee or his representative at no cost. This company will provide the employee or his representative with a copy of the file or machine to make copies of the file on the premises. In addition, these records will be available, on request, to OSHA representatives to examine and copy.

Safety Equipment Ordered/Received

A record of safety related equipment ordered and received shall be maintained by the main office. Safety equipment ordered shall be of specific type/design to address the exposure present as stipulated in this safety program.

Safety Manager will conduct periodic spot checks of the files for inclusion of the required safety documentation. Management shall be notified if recordkeeping is not in accordance with company policy and the guidelines of this plan. If required documentation is not available, management will initiate follow-up action to ensure that specific safety activities are being effectively carried out and adequately documented by responsible individuals.

Responsible Persons

Operations Manager-

Responsible to provide Office Manager with pertinent information

Office Manager

Responsible for maintaining employee files and forms as they pertain to this section

Hazard Communication HAZCOM

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

This plan is in place to ensure that manufacturers inform customers, and employers inform employees of hazardous substances used in the work place. The main emphases of this plan are:

- Evaluating - what is hazardous in your facility.
- Training - employees of Texas Stress, Inc. on the details of our “Right to Know” program.
- Obtaining- Material Safety Data Sheets
- Providing- How Texas Stress, Inc. will provide MSDS
- Labeling- of containers of hazardous material

Hazardous Substances

There are two types of hazards this plan will address, they are:

- Hazardous Substances- As a rule of thumb, if a product has a MSDS with it, or attached warning labels, it is hazardous. These materials will have one or more of the following characteristics:

Toxic, Flammable, Reactive, or Corrosive

- Physical Agents- These physical agents demand an evaluation prior to the start of any project. These agents include:

Heat, Noise, Ionizing, Radiation, and Non-Ionizing Radiation.

Identifying Hazardous Materials

The following methods should be used to identify hazardous substances at our facilities and on field project sites:

1. Inventory list of hazardous substances located in the shop facilities. At project sites, site supervisors will obtain MSDS on all hazardous materials that may be encountered while on-site.
2. Warning labels that are attached to containers by their manufacturer.
3. MSDS will be supplied by Texas Stress, Inc. for every hazardous material in our facility. In addition, MSDS are available in the field for every hazardous material the employee may encounter. They can be supplied to any employee by request and to the customer representative.

The following is a list of all hazardous materials that can be found in Texas Stress, Inc.'s facility:

- Unleaded Gas
- Diesel
- WD-40
- Dupont Paint Products
- Pennzoil 10-40
- DELO 400
- Power Steering Fluid
- Dextron III Transmission Fluid
- Anti Freeze
- Brake Fluid
- Hydraulic Oil
- Battery Acid
- Car Wash Soap
- Oxygen
- Acetylene
- Blend Gads
- 7018 Rods
- 6013 Rods
- Mild Steel 035 Auto feed Wire
- Propane
- Insulation
- Fiber Tape
- T/C Wire (Low Temp, High Temp & Vinyl Coated)
- Krylon Paint All Colors

Personal Protective Equipment

- In addition to personal safety equipment and their application stated in the PPE section of this safety program, additional protection may be required for some products. These additional requirements will be on warning labels and MSDS.
- In addition to standard safety policies, extra safety precautions will be on warning labels and MSDS.

Training

All employees of Texas Stress, Inc. are required to undergo the following safety-training program and produce a passing score on a written exam as a prerequisite to employment. Permanent employees are required to retrain annually, as well as attend special classes to introduce new hazardous products or changes in company policy.

Texas Stress, Inc. will meet or exceed the following criteria;

- We shall identify, list, and train employees on all hazards located in the workplace at the time of their initial assignment or when a new physical or health hazard is introduced. Site supervisors shall obtain MSDS pertinent to their project site, read and understand the information on the MSDS, and train the employees on the listed hazards, PPE required, any extra safety precautions that may need to be instituted for a particular project or operation, symptoms of over exposure, and what to do in case of emergency. These MSDS shall be returned to the main office and submitted to the office manager to be included in our records.
- Employees shall be informed of the requirements of this section, any operations in their work area where hazardous chemicals are present and the location and availability of the written HAZ-COM program including the required list of hazardous chemicals and material safety data sheets.
- We shall obtain, and keep up-to-date MSDS on all hazardous materials you will work with.
- We shall train employees on how to read and use information found on MSDS.
- We shall train employees on how to recognize the differences and importance of physical and health hazards.
- We shall train employees in the methods and observations that may be used to detect the presence or release of a hazardous chemical. This will include a working knowledge of any monitoring device that may be used and recognizing hazards by visual appearance or odor.
- Employees shall be trained to protect themselves from these hazards. Specific procedures shall be developed for all project sites where hazardous chemicals or physical agents are present. This will include PPE to be utilized and emergency action plan.
- We shall educate employees on the details of the “Right to Know” act.
- We shall train employees in procedures to follow if there should be over-exposure to a hazardous material.
- Prior to introducing a new chemical hazard into any work site of Texas Stress, Inc., each employee that could possibly be exposed shall be given information and training as outlined above for the new chemical hazard.
- Texas Stress, Inc. shall develop, implement, and maintain at each workplace a written hazard communication program that describes, labels, and other forms of warning, MSDS, and employee information, as described in this plan will be met. This will be completed by the site supervisor immediately following the hazard assessment walkthrough and any necessary testing (air quality, lock out, etc.).
- Employees working multiple project sites during a single work shift will receive training on each job site. The training will be specific to that work environment. Supervisors will have full authority to perform hazard analysis and obtain all applicable MSDS and train crew employees as stipulated above. Employees will be aware that Texas Stress, Inc. maintains a current list of MSDS for all material procured or used by the company in each piece of mobile equipment, including all fleet trucks, mobile rigs, mobile furnaces, etc. and in the shop on the employee and/or their agents and the assistant secretary and the director upon request.
- Texas Stress, Inc. Supervisors shall survey the project areas for the other contractors, companies or other employees who may work near or have the

chance to come into contact with any hazardous materials brought on the site by Texas Stress, Inc., supervisors shall contact supervision from all affected companies, supplying them with work location, affected areas, duration of project, type of protection employees working in the area must wear, and the type of warning or labeling system used. In addition, Texas Stress, Inc. will supply these people with applicable MSDS and other pertinent information.

Employees of Texas Stress, Inc. are required to meet the following responsibilities:

- Employees shall read container labels and MSDS for the materials being used, understand and follow manufacturer's instructions and warnings.
- Employees shall ask questions about hazardous materials and know how and where to get additional information.
- Employees themselves shall be informed and up-to-date on all the hazardous materials they are required to use or work around.
- As a condition of employment at Texas Stress, Inc., all employees must have the ability to read, write, speak, and understand English. All tests, forms, information, and training will be completed in the English language.
- All training shall be documented and filed in the office of the office manager.

Material Safety Data Sheet (MSDS)

MSDS on all hazardous materials used by Texas Stress, Inc. are located in several places:

1. The "Right to Know" board located in the main shop.
2. In all company vehicles that bear a company identification number.
3. In the main office, secured by the Office Manager.

MSDS are available to all employees working any shift. If MSDS are not available, discontinue use of the material and contact your supervisor.

Texas Stress, Inc. will supply MSDS for any hazardous material brought onto a job or construction site, by Texas Stress, Inc., upon request by customer, customer representative or any person that may encounter a material used by this company. If the material is of a chemical make-up that threatens the health of others by its use or presence, Texas Stress, Inc. will issue MSDS to customers and/or supervision and request they take necessary precautions.

1. Texas Stress, Inc. will supply MSDS sheets on any materials determined to be health hazards which comprise 1% or greater of the composition. Carcinogens shall be listed if the concentration are 0.1% or greater.
2. All MSDS will contain the following information:
 - The hazardous materials chemical and common name.

- Physical and chemical characteristics of the hazardous chemical (such as vapor pressure, flash point, etc...)
- The physical hazards of the hazardous chemical, including symptoms of exposure, and any medical condition which are generally recognized as being aggravated by exposure to the chemical.
- The primary route(s) of entry.
- They OSHA PEL and TVL, as well as any other exposure limit used or recommended by the chemical manufacturer, importers, or employer preparing MSDS.
- Whether the material is listed in the National Toxicology Program (NTP), annual report on carcinogens or has been found to be a potential carcinogen in the International Agency for Research on Cancer (IARC), Monographs or by OSHA.
- Any applicable precautions for safe handling and use which are known to the chemical manufacturer, importer, or employer preparing the MSDS, including appropriate hygienic practices, protective measures during repair, and maintenance of contaminated equipment, and procedure for clean-up of spills and leaks.
- Any generally applicable control measures which are known to the chemical manufacturer, importer, or employer preparing the MSDS, such as appropriate engineering, controls, work practices or personal protective equipment.
- The date of preparation of the MSDS or the last change to it.
- The name, address, and telephone number of the manufacturer, or responsible party preparing or distributing the MSDS, who can provide additional information on the hazardous chemical and appropriate emergency procedures if necessary.
- Emergency and first aid procedures.

3. It is vital that employees and customers are familiar with hazards and applicable safety precautions on material when working with or exposure to them is inevitable.

Non-routine Task

Periodically, employees are required to perform hazardous non-routine tasks, such as confined space entry. Prior to starting work, each affected employee will be given information by supervision about the hazardous chemicals he/she may encounter during operations. This information shall include specific chemical hazards, protective and safety measures the employee can use, and steps the company is using to reduce the hazards, including ventilation, respirator, presence of another employee and emergency procedures.

Employees shall not begin work on an unbalanced pipe, vessel, valve, or other form of process equipment that could possibly contain a hazardous material. Employees are to obtain information to service product.

Labeling

Products used by Texas Stress, Inc. shall have affixed to them the proper labels. These labels shall have the following information on them:

1. Identity of the hazardous chemical-this can be done with words, pictures, symbols, or a combination of thereof. If a mixture has not been tested as a whole to determine health hazards then the mixture shall be assumed to present the same health hazards as do the components which compromise one percent or greater (by weight or volume) of the mixture except that the mixture shall be assumed to present a carcinogenic hazard if it contains a component in concentrations of 0.1 percent or greater which is considered to be a carcinogen.
2. Appropriate hazard warnings including types of PPE to be used when handling.
3. Name and address of the chemical manufacturer, importer, or other responsible party.

The written materials will be readily accessible to employees:

- Texas Stress, Inc. will not, nor shall employees remove or deface labels on containers.
- The equipment manager will verify that all containers received for use will be clearly labeled as to the contents, note the appropriate hazard warning and list the name and address of the manufacturer.
- The site supervisor from each job site will ensure that all secondary containers are labeled with either an extra copy of the original manufacturer's label or with labels that have the identity and the appropriate hazard warning. For help with labeling see supervision.
- The Operations Manager will review the company labeling procedures every four months and the labeling procedures every four months and update as required.
-

Contingency Plan

See Emergency Action Plan located in this safety program.

Reporting of Accidents

1. All accidents are to be reported at once.
2. Accidents involving employees are to be reported verbally to the supervisor and accident reports are to be completed and incorporated into the employees personnel file and OSHA 200 log and as prescribed in the recordkeeping section of this safety program.
3. Incidents of other natures are to be reported verbally and included in on-site job logs.

Responsible Persons

Safety Manager

Responsible for the development and implementation of this plan

	Responsible for enforcing and developing the remote plan Responsible for training of this plan to employees
Operations Supervisor	Responsible for developing and training remote plans Responsible for enforcing the body of each plan Responsible for having all information available at each site
Office Manager	Responsible for recordkeeping

Texas Stress, Inc. Hazard and Job Safety Analysis Worksheet

Technician:	Customer:
Job Number:	Type Of Job: elec. gas diesel furnace

	Job Steps or Tasks		Potential Hazards		Solutions
1.		1.		1.	
2.		2.		2.	
3.		3.		3.	
4.		4.		4.	
5.		5.		5.	
6.		6.		6.	
7.		7.		7.	
8.		8.		8.	
9.		9.		9.	
10.		10.		10.	

Customer Representative: _____ Phone # _____

Special PPE Required _____

Special Training Required _____

Date _____ Shift _____ Equip. #'s _____

Additional Comments:

Texas Stress, Inc. General Safety Inspection

Inspection Conducted By _____ Date _____
 Project/Job Number _____

Area	Satisfactory		Corrective Action
	Yes	No	
Shop Housekeeping	___	___	_____
Job Site Housekeeping	___	___	_____
Barricades In Place	___	___	_____
Vehicle Condition	___	___	_____
Proper Lifting Practices	___	___	_____
Condition of Hand Tools	___	___	_____
Condition of Power Tools	___	___	_____
Equipment Condition	___	___	_____
PPE Used	___	___	_____
Furnace Condition	___	___	_____
Fire Extinguishers	___	___	_____
Electrical Cables	___	___	_____
First Aid Kit	___	___	_____
Material Storage	___	___	_____

Since Last Inspection

Site Safety Meetings Held	___	___	_____
Have Employees Been Trained	___	___	_____
Have Accidents Been Inves.	___	___	_____
Current Safety Rules	___	___	_____

Comments _____

Safety Managers Signature _____

Date Received _____

Texas Stress, Inc.
Employee Report of Unsafe Conditions

Employee _____

Date _____ Time _____

Location _____ Job Number _____

Hazard or Problem _____

Suggestions _____

Supervisor _____

Date Received _____ Date Action Taken _____

Action Taken _____

Manager _____ Signature _____

Date Received _____ **Hazard Number** _____

Comments _____

Texas Stress, Inc.
Reported Unsafe Conditions Follow Up Report

Hazard Number _____

Hazard _____

Possible Injury or Illness _____

Exposure _____ Frequency _____

Duration _____

Interim Protection Provided _____

Corrective Action Taken _____

Required Time for Corrective Action _____

Cost of Eliminating the Hazard _____

Retraining Provided _____

Follow Up Check Made On _____ (date)

Additional Action/Comments _____

Supervisors Signature _____ Date _____

Safety Managers Signature _____ Date _____

Accident Investigation and Reporting

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

This plan is in place to set a guideline for the reporting and investigation of employee accident or near misses.

Reporting an Accident

Employees will report all accidents and “near misses” involving employees of this company. The following should be considered before making the report;

1. Life Threatening Situations

- Get to the nearest emergency room for proper medical attention. Field crews will use the hospital as specified in our customer’s medical attention. Employees working at the home office will be transported by appropriate rescue team to:

Columbia-Bayshore Medical Center
4000 Spencer Highway
Pasadena, TX 77504
Phone (713) 944-6666

- Notify main office as soon as possible. Phone (281) 930-0897

2. Not Life Threatening

- Notify your supervisor.
- Call main office to make arrangements to get the company doctor.

Concentra Medical Center – Deer Park
125 E. 8TH Street
Deer Park, TX 77536
Phone (281) 930-8555

- Employees will assist their supervisor with details to fill out “First Report of Injury”.
Benefits will not be paid without this report.
- All accidents must be reported and investigated. It is each employee’s responsibility to report all accidents or incidents (near misses). This includes property damage as well as physical injury.

In accordance with part 1904.8 of the OSHA regulation, this company will make a report to the local OSHA office within eight hours of an employee fatality or multiple hospitalization case involving three or more employees.

Accident/Incident Investigation

A documented investigation will be initiated as soon as possible (no later than 24 hours) after each accident, including “near misses,” while details surrounding the accident/incident are still fresh in the minds of those involved. The immediate supervisor will be trained in the proper manner to conduct an accident investigation. The appropriate form shall be used in documenting the occurrence of an accident or near miss and training supervisory personnel to properly investigate accidents. All accidents will be investigated, no matter how small.

Accident reports shall be submitted to the Safety/Operations Manager for review, and to the Office Manager to be properly filed out.

Should an accident occur, supervisors will conduct a comprehensive investigation. This investigation will include, but is not limited to the following:

1. Interview the employees involved (when possible) to evaluate the situation and potential liability.
2. Photograph, draw or sketch the scene.
3. Locate, interview, and get statements from any witnesses.
4. Evaluate any evidence found at the scene and reconstruct events.
5. Have involved employees step through the sequence of events.
6. Do not disturb the accident scene until you are satisfied with the investigation.
7. Before leaving the scene, warn, protect, and/or repair any exposure areas.
8. Involved employees should complete a written report before leaving for the day. The report will be in sufficient detail.
9. Re-interview the involved employee if necessary.
10. Document all corrective action taken.
11. Complete all documentation of the event.

Supervisors will refer to the Company Accident Investigation Form for the documentation of accident information.

All accidents/incidents will be discussed at the following safety meeting.

Texas Stress, Inc.
Supervisors Report of Employee Injury Investigation

Injured Employee _____ Date of Report _____

Job Title _____ Age _____

Date/Time of Injury _____

Where Injury Occurred (include job number) _____

What Happened to Cause Injury _____

Was Report to Supervisor or First Aid Delayed? _____ If Yes, Why _____

Lost Time Accident _____ Lost Time Begins _____

What should be done and by whom to prevent an injury of this type in the future? _____

What action is being taken to insure that this is done _____

Was employees previous injury record reviewed with him/her? _____

Total number of injuries to date _____ Date Employed _____

Does previous injury record indicate repeated types of injuries? _____

Supervisors Signature _____

Employees Signature _____

Texas Stress, Inc. **Quarterly Accident/Injury Analysis**

Date _____ **Year** _____ **Quarter** _____

Review prior three quarters data for trends.

- Accidents/Injuries (OSHA recordable and first aid)

- Accident Investigation Reports Reviewed (list report number and brief description)

- Unsafe Conditions Reports Reviewed

- Inspection Reports Reviewed

- Corrective Action (include responsible party for implementation)

Review By: _____

Signature _____ Date _____

Texas Stress, Inc.
Annual Review
Accident Prevention Program

Date Of Review _____

New Exposures Identified _____

Action Taken _____

Reviewed By _____

Signature _____ Date _____

2001-STR-SF-0002

Housekeeping (Non-Mandatory)

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

This program is in place to prevent employee accidents that result from poor housekeeping habits.

Office/Shop Operations

Employees working at the home or the shop area shall maintain an environment free of hazards induced through poor housekeeping practices. Shop employees, through the course of the day and at the end of each day will address the following:

1. Oil, water, or other spills on the floor that may cause a slip/trip hazard shall be cleaned.
2. Cables and/or cords shall be extended in such a fashion that it lays flat and does not present a tripping hazard.
3. Paper, trash, and other debris shall be removed to prevent fire hazards.
4. Equipment and supplies shall be stored in the proper areas.
5. Shop shall be swept/blown out a minimum of every three days.
6. Bathrooms shall be free of paper and other accumulated trash.

Field Operations

Employees working at individual project sites shall maintain an environment free of hazards induced through poor housekeeping practices. Field employees, through the course of the day will perform routine housekeeping duties. These duties will include but are not limited to the following:

1. Employees will maintain a clean change/locker room area. Clean coveralls will be retrieved from the clean coverall cabinet. Dirty coveralls are to be placed in the dirty clothes cabinet. Tools and other personal supplies are to be sorted in employee's personal locker.
2. Mobile units and other trucks will be cleaned if necessary prior to loading project supplies.
3. Supplies will be loaded into mobile units/trucks in a neat and orderly manner.
4. No littering is permitted while on company/customer premises or while operating a company vehicle.
5. Project work-sites will be constantly evaluated by the on-site supervisor for housekeeping hazards. Noted housekeeping hazards will be corrected immediately.
6. Insulation not being used will remain in the proper container (box).
7. Used insulation will be collected, contained, and disposed of as it is used.
8. Insulation that cannot be disposed of on-site shall be contained and neatly stored until it can be removed.

9. Cables and hoses shall be extended in a fashion that will prevent tripping hazards.
10. Common trash shall be removed from equipment or equipment areas regularly.
11. Heaters and other supplies will be kept in their proper storage compartment when not in use.
12. Equipment will be cleaned and supplies stored prior to de-mobilization from a project.

While on-site, employees of Texas Stress, Inc. will incorporate and use customer housekeeping procedures and policies, but the above plan will be used as a minimum.

Inspections

Office, shop, and field sites will be inspected in accordance with this safety program; housekeeping will be an integral part of that inspection.

Responsibilities

It will be the responsibility of the Field Superintendent to maintain housekeeping standards in the field and shop.

It will be the responsibility of the Office Manager to maintain housekeeping standards in the office.

Vehicle Safety (Non-Mandatory)

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

The purpose of this plan is to prevent accidents that can lead to personal injury or property damage while operating company vehicles.

Vehicle Inspection

Prior to operating any fleet vehicle an inspection shall be performed. This inspection will include but is not limited to the following:

1. Drivers shall determine that brakes are in good operating condition before using vehicle.
2. Drivers will check lights, including brake lights, turn signals, and emergency flashers.
3. Drivers will visually check tires for wear or defects and low air pressure. Tire pressure is checked weekly by maintenance personnel so a visual prior to use is permitted.
4. Drivers will check all fluid levels in the engine compartment.
5. Drivers will check tow packages, the ball for tightness and the retainer pin in receiver, if the vehicle is to tow equipment.
6. Defects shall be noted on appropriate form, if the driver feels the defect will render the vehicle unsafe, he should contact his supervisor for instructions before using the vehicle.

Vehicle Operations

Company vehicle will include vehicles owned or leased by the company, vehicles rented for company business or with company credit cards, and vehicles borrowed or owned by employees or others that are used for company business.

1. All drivers of company vehicles must practice defensive driving when operating fleet vehicles.
2. All drivers of company vehicles must have a valid drivers license, CDL drivers will have the proper credentials. All drivers will undergo a state license check through the company insurance carrier prior to operating any company vehicle.
3. The certificate of insurance coverage and other required documents along with company accident forms should be in each vehicle.
4. All drivers of company motor vehicles must be familiar with and abide by state, federal, and local traffic regulations.
5. Seat belts must be installed in all company vehicles that are less than 1 ton in carrying capacity. All front seat occupants of company vehicles must use seat belts in accordance with Texas State law.

6. Equipment on company vehicles must conform to state, federal, and DOT regulations.
7. Picking up hitchhikers is prohibited.
8. Any automotive accident involving a company vehicle must be reported as soon as possible. The required state, federal, and company accident forms must be completed.
9. A driver should make a habit to look around the vehicle for potential hazards before entering it and putting the vehicle in motion.
10. When a vehicle is being operated in confined areas, precautions should be taken to insure that the way is clear and that the driver can see the entire area. If the driver does not have clear visibility, help should be obtained from someone who has an unobstructed view.
11. When possible, park so backing is not required.
12. If an employee driving a company vehicle should feel drowsy, another qualified employee should drive. If there is no other qualified driver available, the employee should not operate the vehicle until capable of doing so safely.
13. Do not operate vehicles under the influence of medication or alcohol.
14. At least one wheel should be blocked before car is raised with a bumper jack. Follow the manufacturer instructions for using jack and associated equipment. Never crawl under a vehicle supported only by a jack.
15. Before starting out in the vehicle, clear all windows of any frost, ice, or dew. Cleaning only a small place on a windshield does not allow the proper visibility.
16. Drivers should not engage in other activities while operating a vehicle.
17. Right hand mirrors shall be on all vehicles. Wide-angle mirrors shall be installed on all vehicles that could be used to carry a load that would block view out rear window.
18. Unsafe and discourteous driving practices such as road hogging, disregarding the rights of pedestrians, violating traffic regulations, and deliberate recklessness of any kind is prohibited.
19. Getting in or out of a vehicle in motion is prohibited. Riders are not allowed anywhere on the vehicle not intended for passengers.
20. Driving at maximum speed limits sometimes can be too fast. Drivers should use good judgment and proceed at a pace suitable to the vehicle, the road, the traffic conditions, and the weather.
21. Do not refuel vehicles while the engine is running.
22. Smoking is prohibited while refueling.
23. Flammable liquids are not to be carried in trunks or luggage compartments of vehicles.
24. Aerosol containers (such as starting fluid and deicers) shall not be carried in the same compartment as two-way radio transmitters. In addition, starting fluid shall not be carried inside the passenger compartment.
25. Gasoline is not to be carried inside the passenger compartment of a vehicle unless in the case of extreme emergency. Should gas need to be carried in a vehicle it shall only be carried in a UL- approved container that is sealed tight to prevent the leakage of gasoline or gasoline vapors.
26. If a vehicle is running inside the garage doors must be open.
27. When operating a vehicle within the confines of a customer's facility, the vehicle policy of our customers will prevail.

28. Do not carry loose items such as hard hats, books, etc. on the rear package tray of a passenger car.

Accident Reporting

1. All accidents must be reported as soon as possible.
2. All accidents will be investigated and recordkeeping done in accordance with the Accident Investigation plans of this safety program.

Preventive Maintenance

All vehicle maintenance is performed by outside vendor. Scheduled maintenance will be supervised and scheduled by the Field Superintendent.

Employees prior to each use as prescribed in this plan shall inspect vehicles. Defects shall be documented on the appropriate form and submitted to supervision.

Responsibilities

- The Office manager is responsible for verifying driver eligibility.
- The Safety manager is responsible for educating drivers on this plan.
- The Field Superintendent shall be responsible for accident investigation and documentation.

Texas Stress, Inc. Vehicle Inspection Report

Driver _____ Date _____

Vehicle Number _____ Mileage _____

Condition								
Item	Sat	Un Sat	Item	Sat	Un Sat	Item	Sat	Un Sat
Horn			Transmission			Electrical		
Mirrors			Head Lights			Safety Chains		
Glass			Park Lights			Jack Legs		
Battery			Tail Lights			Fire Ext.		
Engine			Stop Lights			Fuel Tanks		
W/S Wipers			Reverse Light			Batteries		
Mud Flaps			Reverse Tone			Load Stands		
Steering			Tire Cond.			Break Away		
Turn Signals			Tire Pressure			Fluid Levels		
4-Way Flash			Reflectors			Belts		
Dash Lights			Oil in Hubs			Hoses		
Instruments			Springs			Fuel Lines		
Brake Pres.			Lug Nuts			Clearance Lts		
Brakes			Retainer Pins			Vacuum Line		
Exhaust			Doors Secure			Clutch		

Explain all items marked unsatisfactory _____

Drivers Signature _____

Texas Stress, Inc. Vehicle Accident Report

ABOUT THE OTHER DRIVER

Name Of The Other Driver _____

 Address: _____

 Phone: (Home) (____) _____
 (Work) (____) _____
 Driver's Lic.# _____
 State Issued _____
 Insurance Co. _____

 Policy # _____
 Car Lic. Plate # _____
 State Registered _____
 Color _____
 Make _____
 Year _____
 Model _____
 Owner Of Vehicle _____
 Name Of Other Occupant's
 1 _____
 2 _____
 3 _____
 Phone Number's
 1 _____
 2 _____
 3 _____

WITNESSES:

Name: _____
 Phone: _____
 Address: _____

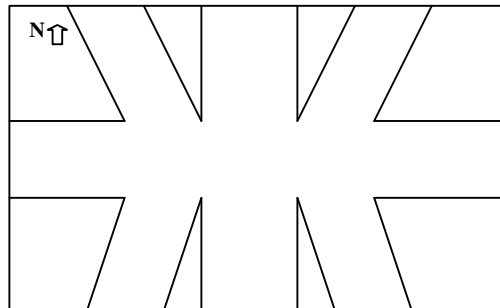
 Where Located At Time Of Accident

POLICE OFFICERS

Name: _____
 Dept: _____ Badge # _____
 Name: _____
 Dept: _____ Badge # _____

ACCIDENT INFORMATION

Location Of Accident:



Date: _____
 Time: _____

Fall Protection

The Safety/Operations Manager has written this plan specifically for Texas Stress, Inc. with the assistance of the Management Staff.

The purpose of this plan is to prevent fall related injuries to employees. This plan will list procedures for the type, assignment, inspection, use, and responsible parties.

Fall Protection Equipment

This company will procure, train, and supply employees with fall protection equipment. This company utilizes one type of fall restraint device, full body harness with double lanyard, shock absorber, and self-locking snap hook ANSI and ASTM approved. The lanyard may be replaced with a lifeline when necessity dictates that type of protection. Company owned and inspected fall protection devices only are to be used. No employee owned fall protection device would be permitted.

Assignment

Safety harnesses will be provided by Texas Stress, Inc. to all employees who may work at a location that would necessitate the use of fall protection. prior to the harness and lanyards being issued to an employee, they will be inspected for defects. No employee shall be issued a lanyard that has been used to prevent a fall. Lanyards will be free from defects and unsprung shock absorbing devices. Harness will have an identification number that will be recorded in employee's file on the appropriate form.

Inspection

Supervision will inspect the harness and lanyards in accordance with the appropriate inspection form. Defects in the device will be repaired or replaced before it is issued to an employee. This inspection and all repairs will be documented and filed in the office of the Field Superintendent.

Employees shall inspect their harness and lanyards prior to each use. The inspection should consist of a thorough examination of the device, looking at the following:

- Inspect strapping of the harness; torn or frayed strapping will render the harness useless.
- Inspect all buckles and/or other devices used to secure the harness to your person. All buckles and /or other devices shall operate freely and as they were designed to function.
- Inspect D-Rings; ensure they are securely attached to the harness and free from damage including bends and areas where part of the D-Ring has been ground down or through.

- Inspect lanyards, ensure the straps are free from frays and tears, they are attached securely to the back D-Ring, the snap locks operate freely and the safety locks are functional on both straps.

Should the assembly be in need of repair, employees will not use it. The harness and lanyards shall be given to a supervisor for repair or replacement. If the assembly is repaired over the purchase and issuance of a new one, an inspection of the repaired harness and lanyards will be performed and documented by an authorized supervisor prior to returning the harness and lanyard to the employee.

In addition, if the device is used as intended, to prevent a fall, the harness and lanyards shall be given to a supervisor immediately for replacement.

Use

The full body harness and lanyards are intended for fall prevention only. They are not to be used for other reasons, or disassembled for other uses.

Harness shall be donned as required by the manufacturer, pulling all straps tightly for a snug fit to the body. While not in use, the lanyards should be fashioned in a way to prevent snagging or dragging lanyards.

When more than four feet off the ground, on unprotected platforms (protected platform has top rail, mid rail, toe board, and full floor) employees will utilize the safety harness. Harnesses shall be secured to a rigid device as high as possible to minimize the fall distance. The lanyard snap hook shall be attached to an approved tie off cable, in place for fall protection, or wrap around a pipe or other structure that is stable, has rounded ends, and is not hot.

This company will adhere to the 100% tie off policy, before disconnecting one lanyard for movement; the opposite lanyard shall be engaged. This applies for all job sites, regardless of the fall protection policy our customer may be utilizing. This plan will serve as a minimum; only more stringent rules will supersede this plan.

Employees are not required to utilize the body harness when climbing stairs (with handrails), or ladders with safety cages.

Additional Fall Protection Devices

Employees of this company shall not use any other form of fall protection without the approval of supervision and following training on the use of the type specified.

Training

All field employees will be required to wear fall protection and will be trained in the use of the device by a competent supervisor. Training will include hands-on application of the device so that the employee can demonstrate his knowledge in using the harness and lanyards.

- Employees will demonstrate they have a working knowledge of this plan, the fall protection device, its capabilities, limits, and also demonstrate they can correctly wear and use the fall protection device. This will include the employee inspecting the device, snugly pulling all attachment straps when installing the device on his person, the correct D-ring for attachment of the lanyard (fall protect attaches rear/ladder yo-yos attach to front) and the correct procedure for securing lanyard.
 1. Always attach the lanyard to the highest possible point to minimize fall distance.
 2. Attach lanyard to cable installed for the purpose of fall protection or to a structure capable of supporting your weight. Employee should test tie off point by applying full body weight to the structure prior to tie off.
 3. Never wrap lanyard around something hot or with sharp edges.
 4. Always secure second lanyard prior to removing initial lanyard, these steps are to be repeated for 100% tie off.

- Employees will be trained to recognize the hazards of falling. The type of work performed by employees of this company will require work from elevated sources such as scaffolding, temporary platforms, towers, boilers, pipe racks, etc. All of these pose a significant fall hazard. The supervisor shall prepare a fall protection plan applicable to the project site. This will be in written form that is outlined on the hazard assessment form. Employees will be trained prior to use of fall protection devices on that site. Employees will signify they have received training with their signature on the appropriate form.
- In some locations conventional fall protection may not be used. These areas should be posted as controlled access zones. These zones will require special training and permission to enter. If these areas are not marked, they will be noted on the hazard assessment form as controlled access zones and entry into these zones will be prohibited by all employees.
- When fall protection utilizing the full body harness or alternate means of fall protection cannot be implemented, a safety monitoring system will be developed and monitor(s) will be assigned. All employees will know who the monitor(s) is/are and the monitor's authority. Employees will comply with request and recommendations made by the monitor(s).
- Monitors will be competent persons trained by the supervisor site specific. Monitors will be trained to:
 1. Recognize fall hazards, continually monitor changing environment for new or undetected fall hazards.
 2. Monitors will warn other employees of hazards and/or if they are working or acting in an unsafe manor. Supervisor will reprimand employees who do not comply with warnings. Employees who continue to work in an unsafe manor will be removed from the site.
 3. Monitors will remain on the same working level as crew, in visual sight and within talking distance. Multi-level or remote work locations on the same site will require a different monitor.

4. Monitors will assume no other site responsibilities. Should a monitor have to leave his area for any reason or any length of time, a new monitor must be assigned or the work must come to a stop with all employees evacuating the area. If a new monitor is assigned he must be trained.
- A written certificate will be made for each employee who passes the training. The certificate will include the name of the employee trained, date of his training, and the signature of the trainer. This will be filed with the safety harness inspection form and the safety harness assignment form.
 - Texas Stress, Inc. will continually monitor the fall protection plan. We shall provide retraining when deficiencies in worker practices are noted; work environment changes from the normal (this shall be recorded on the site hazard assessment form, and require safety manager to develop plan and implement training) or when the type of fall protection device changes of renders previous training obsolete.
 - In addition to the above, employees will be re-trained annually and submit assigned fall protection devices annually at a minimum for re-inspection.

Responsible Parties

Safety Manager	Responsible for developing and implementing this plan Responsible for training employees on this plan Responsible for procurement of fall protection devices
Field Supervision	Responsible for developing site- specific fall plan Responsible for training employee to plan Responsible for enforcing plan
Office Manager	Responsible for recordkeeping

Texas Stress, Inc. Fall Protection Inspection Checklist

Safety Harness Equipment Number _____

Safety Harness Purchase Date _____

Inspection Date _____ Date of Previous Inspection _____

Safety Harness Assigned To _____

Safety Harness Type: _____

Harness Type A – double strap, single shock absorber

Harness Type B – double strap, double shock absorber

Item	Satisfactory		Comments
	Yes	No	
Harness- inspect for tears, rips, frays and/or loose stitching	_____	_____	_____ _____
D-Rings- inspect for cracks in metal warpage or thin ground areas. Inspect attachment of D-ring to harness	_____	_____	_____ _____
Lanyard- inspect for tears or frays in straps.	_____	_____	_____ _____
Lanyard Hooks- inspect hooks for cracking. Gate spring functional, lock functional.	_____	_____	_____ _____
Shock Absorber- inspect attachment point to lanyard. Un-sprung	_____	_____	_____ _____

Is this fall protection device acceptable for use? _____

Inspector _____ Inspectors Signature _____

Safety Managers Signature _____ Date _____

Scaffold User Safety Program

Scope

This program establishes health and safety requirements for the proper construction, inspection, maintenance, operation and use of scaffolds either at a company facility or on any job site for which company might have responsibilities. The scaffold program shall, when applicable, reference the company Fall Protection Program. For additional Fall Protection requirements, see the Fall Protection Program. Company Fall Protection and Scaffold Program shall be included as part of the company policy on Environmental Health and Safety.

Purpose

The Scaffold Program shall establish performance objectives in compliance with the requirements of the Occupational Health and Safety Administration (OSHA) 29CFR 1910.28 Safety Requirements for Scaffolding and the American National Standards Institute (ANSI) A10.8-1988 Scaffolding Safety Requirements as it pertains to company employees working with scaffolding. This program shall provide the necessary information and training to protect the health and safety of our employees.

Application

This program (including fall protection) shall apply to every company employee, contract employee, sub-contractor and all others regardless of department that shall be constructing, maintaining, operating or using scaffolds.

Sub-contractors shall have their own policy on Fall Protection and Scaffolding, which cannot be less stringent than company program. If they do not have a policy, they shall comply with the provisions of this program for the safety of our employees.

Reference

OSHA 29 CFR 1926: Subpart L; Scaffolds (1926.450-.454)
OSHA 29 CFR 1910.28: Safety Requirements for Scaffolding.
OSHA 29 CFR 1910.22: General Requirements for Work Surfaces.

Definitions

Boatswains' Chair – A single jointed adjustable suspension scaffold consisting of a sling designed to support one Employee in a sitting position.

Brace – A rigid connection that holds one scaffold member in a fixed position with respect to another member, or to a building or structure.

Cleat – A structural block used at the end of a platform to prevent the platform from slipping off its supports. Cleats are also used to provide footing on sloped surfaces such as crawling boards.

Competent Person – One who is capable of identifying 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.

Coupler – A device for locking together the tubes of a tube and coupler scaffold.

Guardrail – A vertical barrier consisting of, but not limited to, top-rails, mid-rails, and posts, erected to prevent employees from falling off a scaffold platform or walkway to lower levels.

Lifeline – A component consisting of a flexible line that connects to an anchorage at one end to hang vertically (vertical lifeline), which serve as a means of connecting other components of a personal fall arrest system to the anchorage.

Maximum Intended Load – The total load of all persons, equipment, tools, materials, transmitted loads and other loads reasonably anticipated to be applied to a scaffold or scaffold component at any one time.

Outrigger – The structural member of a supported scaffold used to increase the base width of a scaffold in order to provide support for the increased stability of the scaffold.

Qualified Person – One with possession of a recognized degree, certificate, professional standing or with extensive knowledge.

Rated Load – Manufacturer's specified maximum load to be lifted by a hoist or to be applied to a scaffold or scaffold component.

Scaffold – Any temporary elevated platform (supported or suspended) and its supporting structure (including points and anchorage), used for supporting employees, material or both.

Single Pole Scaffold – A suspended scaffold consisting of a platform(s) resting on bearers, the outside ends of which are supported on runners secured to a single of posts or uprights, and the inner ends of which are supported on or in a structure of building wall.

Suspended Scaffolds – Scaffold with one or more platforms, suspended by rope or other non-rigid means from an overhead structure. Examples include Single-Point, Two-Point, Multi-Point Adjustable Suspension Scaffolds, Interior Hung Scaffolds, Float (ship) Scaffolds, Boatswain's Chair and Cantenary Scaffolds.

Three Points of Contact – Term used for a method of safe ladder climbing where between a climber's two hands and two feet, at least three of them are in contact with the ladder rung/rails at all times while ascending or descending the ladder.

Tube and Coupler Scaffold – A supported or suspended scaffold consisting of a platform(s) supported by tubing, erected with coupling devices connecting uprights, braces, bearers and runners.

Responsibilities

Site Management

Site Management is responsible for assuring overall implementation of and compliance with the Texas Stress, Inc. Scaffolding procedures. They must be familiar with these procedures and utilize the expertise at their own disposal to ensure employees are protected while erecting, dismantling and working on scaffolding.

Site Managers shall designate scaffolding Supervisors as Competent Persons.

Supervisor

Supervisors Responsible for the Employees performing work on the scaffolds must:

Ensure Employees have received the proper scaffold user training.

Confirm each job has been properly evaluated for hazards such as design, fall protection, electrical protection, falling object, etc., and that these hazards have been eliminated or controlled.

Monitor continuously to assure proper compliance.

Supervisor of scaffold crews must:

Have completed training as a Competent Person
Ensure all scaffold craftsmen have had proper training.

Continuously monitor the scaffold work to ensure compliance with OSHA and Miller standards.

Ensure that competent person performs initial inspections on completed scaffold prior to use, prior to each shift or after any occurrence, which may affect a scaffold's structure.

Employee

Employees shall receive scaffold user training and shall work according.

Employees shall inspect the scaffold tag and take the required precautions prior to working on the scaffold.

Inspect each scaffold being worked on and report any defects to supervision immediately.

Use any required fall protection according to training.

Never alter or repair any scaffold without training or authorization.

Competent Person

Competent Persons shall assist Site Supervisors with compliance with this policy.

Competent Persons are responsible for supervising scaffold erection and performing inspections prior to initial use, before each shift, and upon any occurrence, which may affect the structural integrity of the scaffold.

Only qualified and competent personnel are allowed to modify scaffolding systems. Non-qualified personnel may create more hazards. Any unauthorized modification of scaffolding systems shall result in disciplinary action up to and including termination.

Qualified Person

Qualified Person is responsible for scaffolding design, scaffolds erected over 125 feet high and pole scaffolds erected over 60 feet high.

Site Safety Representative

The Site Representative shall assist Site Management in compliance with this policy. The Site Safety Representative shall monitor field-scaffolding activities for compliance and keep Site Management informed of the results.

Corporate Safety Department

The Corporate Safety Department will assist Site Management with compliance of this policy, as well as provide expertise to ensure the overall success of the Company Safety Program.

Training

Training Requirements for Scaffold Users (These requirements are applicable to each Employee who performs work on scaffold):

Scaffold User training shall be performed by a person designated by company. **That person shall be the fall protection/scaffold user Safety Training Coordinator.**

The training shall include the following topics as applicable:

The proper use of the scaffold; and handling of materials on the scaffold.

The maximum intended load and load-carrying capacities of the scaffold used.

The nature of any overhead work/falling object, personal fall, and electrical hazards in the work area, and the correct procedures for dealing with electrical hazards.

The proper use of personal fall protection equipment and fall protection systems.

The overhead work/falling object protection system being used.

The requirements of this Miller Policy applicable to scaffold users.

Basic safety information must be provided prior to use of scaffolds. When conditions change, users must be re-trained.

Inspection and Storage

Scaffold users shall read scaffold tags prior to using any scaffold.

The instructions or warnings outlined on the tag must be followed.

Users shall inspect the scaffold prior to and during use, and report any defects or concerns to Supervision.

A competent person shall inspect all scaffold and scaffold components prior to initial use and before each shift. Before erecting and during dismantling, trained scaffold craftsmen shall inspect all scaffold components. Those found with defects must be repaired or replaced immediately.

Handrails, mid-rails, cross bracing and steel tubing shall be inspected for nicks, especially near center span, and indications where a welding arc has struck.

Scaffold components shall be straight and free from bends, kick dents and severe rusting. Scaffold frame weld zones shall be inspected for cracks, and ends of tubing for splitting or cracking.

Manufactured decking shall be inspected for loose bolt or rivet connections and bent or dented frames.

Plywood surfaces shall be inspected checked for softening due to rot or wear.

Scaffold boards should be inspected for rot, cracks, notches and other damage.

Each quick connecting device should be inspected to see that it operates properly (ex: toggle pin).

Casters, if used, should be inspected for smooth rolling surfaces, free turning, free acting swivel, and to be sure that the locking mechanism is in working order.

There are no scaffold storage requirements established for Texas Stress, Inc.

Procedure General Requirements

All scaffolds shall be designed by a Qualified Person or manufacturer and shall be erected, loaded and used in accordance with that design or specification.

Scaffolds shall be erected, altered, moved or dismantled by trained scaffold erectors and under the supervision of Competent Persons.

Employees required to perform work on scaffold platforms shall be trained in recognition and control measures for the hazards associated with the type of scaffold being used.

Scaffolds shall be capable of supporting, without failure, it's own weight and at least 4 times the maximum intended load.

Scaffold with work platforms of 4 feet or more above the ground or next lower level should have complete guardrails and toe-boards installed.

All scaffold work platforms must be completely decked between the uprights and/or guardrail supports.

Scaffold platforms must be a minimum of 18 inches wide.

All scaffold decking shall be Scaffold Grade or equivalent.

The footing or anchorage for all scaffolds shall be sound, rigid and capable of supporting the loaded scaffold without settling or displacement. Unstable objects such as barrels, boxes, loose bricks or concrete blocks will not be used to support scaffold.

12" x 12" and base plates are recommended.

The poles, legs or uprights of scaffolds shall be plumb, secured and rigidly braced to prevent swaying and displacement.

Manufactured scaffold components shall not be modified. Scaffold components of dissimilar metals and different manufacturers shall not be intermixed unless the components fit together without force. The scaffold's structure and integrity must be maintained as by the Competent Person.

Supported scaffolds with a height to base ratio of more than four to one (4:1) shall be restrained from tipping by guying, tying, bracing or the equivalent means.

Design drawings must be made prior to erection and kept onsite for any scaffold over 125 feet high. They must be made by a licensed professional engineer competent in his field.

Scaffold Decking (boards) Scaffold Grade 2" x 10" or 2" x 12" board material only will be used. No paint or material, which would affect proper visual board inspection or work surface safety, may be applied to scaffold boards. Scaffold boards may be painted 10 to 12 inches on each end to denote use for the scaffold decking only.

Scaffold boards are not to extend over their end supports more than 12 inches or less than 6 inches.

All decking on platforms shall be overlapped (minimum 12"), or secured from movement.

Do not use cleat boards with cleats turned up.

Scaffold Tags

The most effective means of communication between the scaffold builder and the scaffold user is a scaffold tag. The following guidelines will assist in developing an appropriate tagging system for any project.

The crew that erects the scaffold will complete and attach the appropriate tag.

The tag should be placed at eye level on or near the access ladder in plain view.

A Competent Person shall ensure that the scaffold is erected properly and the tag attached is completely filled out.

If the scaffold needs to be altered in any way, the person who has signed the tag must be notified to authorize the change and re-tag if necessary.

An untagged scaffold must not be used.

If a scaffold is to be used for an extended period of time a Competent Person should inspect it periodically.

Tagging System

Color-coded tags assist in easy identification of a scaffold tag from a distance. One of the two following systems should be used.

A simple two-tag system is used to identify complete and incomplete scaffolds.

Green-tag for scaffolds that have completed: handrails, mid-rails, toe-boards and decking.

Yellow-tag warn that scaffolds cannot be erected with all components complete. Also informs the user of any Fall Protection devices that may be needed.

A three-tag system can be used which includes RED or "Danger" tag in conjunction with the green and yellow tag. Red indicates that, for the denoted reason, this scaffold is not safe and should not be used.

Scaffold Use

Scaffolds shall not be loaded to exceed their maximum intended load or rated capacities.

Debris shall not be allowed to accumulate on platforms.

Do not stack material higher than 24" on the scaffold deck.

Makeshift devices, such as boxes and barrels shall not be used on platforms to increase the working level height of Employees.

Ladders shall not be used to increase the working level height of employees.

General Safety Rules

The following are safety rules to be followed in the course of day-to-day activities. All provisions from here on are non-mandatory by OSHA, however Texas Stress, Inc. will include these in safety policies and training.

Yard Safety

The following rules should be observed when performing work in the yard at the main office. This is by no means the complete list of safety rules to be followed it is simply an overview.

1. All vehicles should have transmissions in park or parking brake set on vehicles with manual transmissions when vehicle is not in use.
2. When backing a loaded truck or rig in the yard, a spotter shall be used to assist you into position.
3. Eye protection shall be used where there is a possibility of eye injury.
4. Pallets with material should not be stored over two high.
5. Forklift operators shall adhere to requirements for powered industrial truck operators in this safety program.
6. When loading/unloading furnaces, power cord shall be disconnected from source and contained in furnace until ready for use.
7. When cleaning with pressure washer, never turn on until wand is in hand, never aim wand at anyone else, and do not aim at yourself or attempt to clean yourself.

Material Storage

1. All vehicles stored in quantity should be arranged so that the weight is evenly distributed and not top heavy.
2. All materials stored in tiers shall be racked, stacked, blocked, interlocked, or otherwise secured to prevent sliding, falling, or collapse.
3. Designated aisles and passageways shall be kept clear to provide free and safe movement of material handling equipment or employees.
4. Barrels, drums and kegs should be stored on end or securely blocked to prevent rolling.
5. Paints, varnish, lacquers, and thinners shall be stored in a designated area away from all possible sources of ignition.
6. Storage of combustible, flammable, or hazardous material only in approved and clearly marked containers (consult HAZ-COM section of this safety program).

Scaffolding

1. Scaffolding must be erected under supervision of a competent person and inspected by him prior to authorization for its use. No employee of Texas Stress, Inc. will erect scaffolding for use by himself or other.
2. No scaffolding shall be moved, partially dismantled or otherwise altered by any employee of this company.
3. Prior to using a scaffold, it should be inspected to ensure the footing and anchorage are sound, ladders are affixed or built in to allow for access and egress, and it has the proper handrail, mid rail, and toe board. In addition, the scaffold should bare a tag stating the date of the inspection.
4. Safety harnesses with shock absorbing lanyards shall be used while working off of a scaffold.

Ladder Safety

1. Inspect ladder visually for defects prior to each use.
2. Select a ladder of sufficient length for the job at hand.
3. Clean muddy or greasy substances from shoes before use.
4. Securely tie off the top of the ladder.
5. Face the ladder when ascending or descending.
6. Climb the ladder with both hands, do not carry materials or tools when on the ladder.
7. Never reach out too far from a ladder; move the ladder, as work requires.
8. Never place a ladder in front of a door opening toward the ladder unless the door is locked, or otherwise guarded.
9. Never use metal ladders around electrical circuits.
10. Place the foot of the ladder firmly on the ground using a four to one ratio (ie. If the ladder is 16' the bottom should be placed four feet from the wall).
11. Never use two ladders spliced together.
12. On extension ladders, make sure the ladder locks are engaged before ascending.
13. Team lifting is required on large 12 foot or long extension ladders weighing over fifty pounds.

Power Lawn Mowers

1. Operators shall ensure that all applicable guards are in place prior to using power mowers.
2. Prior to making adjustments, inspections, repairs, or refueling, the employee shall turn off the mower and permit it to come to a complete stop.
3. When operating a power mower, the operator shall:
 - Avoid standing in front of the discharge opening.
 - Wear safety glasses or goggles and hardhat.
 - Mow across slopes or inclines.
4. It is prohibited to by-pass dead man controls

Tools General

1. Defective tools shall be tagged to prevent their use and removed from the job site.
2. Employees should always use the proper tool for the job.
3. Tools shall not left unsecured on elevated places.
4. Chisel, drills, punches, etc. shall not be held with hands while being struck by another employee.
5. Wrenches with sprung or damaged jaws shall not be used.
6. Wooden handles that are loose, cracked or splintered shall be replaced (not taped or lashed).
7. Disconnect any power tool before lubricating, cleaning, or adjusting.
8. Never carry sharp tools in pockets unless edges are protected.
9. Protect tools from falling when working from a scaffold or other elevated areas.
10. Tools should not be allowed to lie around in the work area.

Portable Electric Tools

1. Portable electric tools such as drills, saws, and grinders shall be effectively grounded unless the tool is an approved double insulated type.
2. All power tools shall be examined prior to use to insure serviceability and proper ground. Never use a portable electric tool while standing in water.
3. All tools shall be disconnected from power source while repairs are being made.
4. Electrical tools shall not be used where there is a hazard of flammable vapors, gasses, or dusts.
5. Portable electric saws must have a freely moving guard over the blade when the cut is completed.
6. Portable electric grinders shall have a retaining hood, which covers at least half of the grinding wheel.

Reporting Unsafe Conditions

All employees are encouraged and required to report any unsafe conditions they observe. The appropriate "Employee Report of Unsafe Condition" form shall be used by the employee to document unsafe conditions. These forms shall be given to employees as requested by the employee.

Supervisors are required to promptly respond to all reported unsafe conditions. This follow up will be documented on the appropriate "Reported Unsafe condition Follow Up" form. Hazard identification numbers will be assigned to make sure all hazards are individually evaluated. the hazard identification number will be assigned to make sure all hazards are individually evaluated. The hazard identification number will be assigned by year-month-date-sequential-number.

Reports will be filed as required by the documentation requirements of this safety program.

Fire Fighting

1. Employees will only attempt to extinguish fires of a small nature.
2. Employees will not attempt to extinguish fires in confined spaces, evacuate immediately.
3. Employees will be trained and use only company provided ABC dry extinguishers.
4. Prior to mobilizing to a project site, all equipment will be inspected for the proper fire extinguishers. The charge gage will be in the acceptable range, the inspection tag current to within one calendar year, and the safety pin is in place and secure with the appropriate plastic tie strap.
5. No employee will attempt to fight any fire not directly related to our involvement at the site. For example, an employee would not attempt to fight a fire in break room simply because of their presence. The correct procedure will be to notify customer representative or actuate fire alarm and evacuate the area.
6. If an extinguisher is to be used, it should be aimed at the base of the fire. Stand approximately ten feet from the fire and dispense dry chemical extinguishing agent until the fire is extinguished. If the fire does not go out, activate fire alarm.
7. After extinguisher safety pin has been pulled, regardless whether the extinguisher was used or not, it shall be serviced by a professional fire equipment company.

Basic Safety Rules

1. All employees shall comply with this safety program, customer's safety policies, and the OSHA standards.
2. All employees shall report any accident or injury to the foreman or superintendent prior to the end of the day in which the mishap occurred.
3. All employees shall wear the proper clothes, PPE, and be clean- daily.
4. Employees shall wear eye protection in required areas.
5. Employees shall not engage in horseplay of any kind.
6. Employees shall not fight.
7. Drivers shall not engage in racing or other abuse of vehicles or equipment.
8. Before starting any vehicle, drivers shall check all fluid levels, tires, and lights in addition to checks required in this program and the craft-training manual.

Disciplinary Program

Should employees be observed not following documented safety rules/procedures, an employee reprimanded form will be filled out. Supervisors should make every effort to ensure employees are working safely.

Management has developed a disciplinary policy that applies to the safety and health program of this company. The disciplinary policy will be a tool to ensure enforcement of the rules and procedure for safe and healthful working environment. The disciplinary policy applies to all employees of this company. Supervisors shall be subject to the same disciplinary action as other employees if a physical inspection by company officials indicated violations showing an overall lack of commitment to company safety procedures or goals.

➤ Verbal Warnings

Management or supervisors may issue verbal warnings to employees that commit minor infractions or violations of the safety rules or safe work practices. Continued violations or verbal warnings will lead to more stringent action.

➤ Written Warnings

Management or supervisors may issue written warnings for the following:

1. Repeated minor violations of safety rules or procedures.
2. Single serious violations of a rule or procedure that could have potentially resulted in injury to them or another employee, or could have caused property damage.
3. Activities that could potentially result in injury or property damage.

➤ Disciplinary Leave

Supervisors may recommend and management may institute disciplinary leave for a single serious violation of a rule or procedure that results in injury to an employee or property damage, repeated violations, or non-conformance to safety rules or procedures.

➤ Termination

Supervisors and management may concur in the termination of any employee for repeated serious violations of the above circumstances.

➤ Documentation

Documentation of violations will be kept for each employee. These records shall be maintained in the employee's personnel file. The report will state the type of violation and corrective action taken. The employee must read and sign the report acknowledging that they understand the seriousness of the violation.

Definitions

Article – a manufactured item.

- Which is formed to specific shape or design during manufacture
- Which has end use function(s) dependent in whole or in part upon its shape or design during use
- Which does not release, or otherwise result in exposure to, a hazardous chemical, under normal conditions of use.

Assistant Secretary – the Assistant Secretary of Labor for Occupational Safety and Health, U.S. Department of Labor, or designee

Chemical – any element, chemical compound or mixture of elements and/or compounds

Chemical Manufacturer – an employer with a workplace where chemical(s) are produced for use or distribution

Chemical Name – the scientific designation of a chemical in accordance with the nomenclature system developed by the International Union of Pure and Applied Chemistry (IUPAC) or the Chemical Abstracts Service (CAS) rules of nomenclature, or the name which will clearly identify the chemical for the purpose of conducting a hazard evaluation

Combustible Liquid – any liquid having a flashpoint at or above 100°F. (37.8°C), but below 200°F. (93.3°C), the total volume of which will make up 99% or more of the total volume of the mixture

Common Name – any designation or identification such as code name, code number, trade name, brand name or generic name used to identify a chemical other than by its chemical name

Compressed Gas –

- A gas or mixture of gases having , in a container, an absolute pressure exceeding 40 psi at 70°F. (21.1°C)
- A gas or mixture of gases having, in a container, an absolute pressure exceeding 104 psi at 130°F. (54.4°C.), regardless of the pressure at 70°F. (21.2°C)
- A liquid having vapor pressure exceeding 40 psi at 100°F, (37.8°C.) as determined by ASTM D-323-72.

Container – any bag, barrel, bottle, box, can, cylinder, drum, reaction vessel, storage tank, or the like that contains a hazardous chemical. For the purpose of this section, pipes of piping systems, and engines, fuel tanks or other operating systems in a vehicle are not considered containers.

Designated Representative – any individual or organization to which an employee gives written authorization to exercise such employee's rights under this section. A recognized or certified collective bargaining agent shall be treated automatically as a designated representative with regard to written employee authorization.

Director – the director, National Institute for Occupational Safety and Health, U.S. Department of Health and Human Services, or designee.

Distributor – a business, other than a chemical manufacturer or importer, which supplies hazardous chemicals to other distributors or to employees.

Employee – a worker who may be exposed to hazardous chemicals under normal operating conditions or in foreseeable emergencies.

Employer – a person engaged in a business where chemicals are either used, distributed, or are produced for use or distribution, including a contractor or subcontractor.

Explosive – a chemical that causes a sudden, almost instantaneous release of pressure, gas and heat when subjected to sudden shock, pressure or high temperature.

Exposure – an employee is subjected to a hazardous chemical in the course of employment through any route of entry (inhalation, ingestion, skin contact or absorption, etc.) and includes potential (e.g. accidental or possible) exposure.

Flammable – a chemical or product that falls into one of the following categories:

- An aerosol that, when tested by the method described in 16 CFR 1500.45, yields a flame projection exceeding 18 inches at full valve opening, or a flashback (a flame extending back into the valve) at any degree of valve opening.
- A gas that, at ambient temperature and pressure, forms a flammable mixture with air at a concentration of thirteen (13) percent by volume or less. Or a gas, at ambient temperature and pressure, forms a range of flammable mixtures with air wider than twelve (12) percent by volume, regardless of the lower limit.
- Any liquid having a flashpoint below 100°F. (37.8°C) or higher, the total volume of which make up 99% or more of the total volume of the mixture.
- Any solid, other than a blasting agent or explosive as defined in 190, 109(a), that is liable to cause fire through friction, absorption of moisture, spontaneous chemical change, or retained heat from manufacturing or processing, or which can be ignited readily and when ignited burns so vigorously and persistently as to create a serious hazard. A chemical shall be considered to be a flammable solid, if when tested by the method described in 16 CFR 1500.4, it ignites and burns with a self sustained flame at a rate greater than one-tenth of an inch per second along its major axis.

Flashpoint - the minimum temperature at which a liquid gives off a vapor in sufficient concentration to ignite.

Foreseeable Emergency - any potential occurrence such as, but not limited to, equipment failure, rupture of containers, or failure of control equipment which could result in an uncontrolled release of a hazardous chemical into the workplace.

Hazardous Chemical - any chemical, which is a physical hazard or health hazard.

Health Hazard - a product for which there is statistically significant evidence based on at least one study conducted in accordance with established scientific principles that acute or chronic health effects may occur in exposed employees. The term "health hazard" includes chemicals which are carcinogens, toxic or highly toxic agents, reproductive toxins, irritants, corrosives, sensitizers, hepatotoxins, nephrotoxins, neurotoxins, agents which act on the hematopoietic system, and agents which damage the lungs, skin, eyes, or mucus membranes.

Identity - any chemical or common name which is indicated on the material safety data sheets (MSDS) for the chemical. The identity used shall permit cross references to be made among the required list of hazardous chemicals, the label and the MSDS.

Immediate Use - the hazardous chemical will be under the control of the user only by the person who transfers it from a labeled container and only within the work shift in which it is transferred.

Importer - the first business with employees within the Customs Territory of the United States which receives hazardous chemicals produced in other countries for the purpose of supplying them to distributors or employers within the United States.

Label - any written, printed, or graphic material, displayed on or affixed to containers of hazardous chemicals.

Material Safety Data Sheets - written or printed material concerning a hazardous chemical which is prepared in accordance with the HAZ-COM section of this program.

Mixture - any combination of two or more chemicals if the combination is not, in whole or in part, the result of the chemical reaction.

Organic Peroxide - an organic compound that contains the bivalent-O-structure and which may be considered to be a structural derivative of hydrogen peroxide where one or both of the hydrogen atoms has been replaced by an organic radical.

Physical Hazard - a chemical for which there is scientifically valid evidence that it is a combustible liquid, a compressed gas, explosive, flammable, an organic peroxide, and oxidizer, pyrophoric, unstable (reactive) or water reactive.

Produce - to manufacture, process, formulate, or repackage.

Pyrophoric - a chemical that will ignite spontaneously in air at a temperature of 130°F. (54.4C.) or below.

Responsible Party - someone who can provide additional information on the hazardous chemical and appropriate emergency procedures, if necessary.

Specific Chemical Identity - the chemical name, Chemical Abstracts Service (CAS) registry number, or any other information that reveals the precise chemical designation of the substance.

Trade Secret - any confidential formula, pattern, process, devise, information or compilation of information that is used in an employer's business, and that gives the employer an opportunity to obtain an advantage over competitors who do not know or use it.

Unstable (reactive) - a chemical which in the pure state, or as produced or transported, will vigorously polymerize, decompose, condense, or will become self reactive under conditions of shocks, pressure or temperature.

Use - to package, handle, react or transfer.

Water Reactive - a chemical that reacts with water to release gas that is either flammable or presents a health hazard.

Work Area - a room or defined space in a workplace where hazardous chemicals are produced or used, and where employees are present.

Workplace - an establishment, job site or project at one geographical location containing on or more work areas.