

Contractor Safety 2023



District Project Rep:

Phone # _____

District Safety Rep:

Phone # _____

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Please Be Advised

- This document is part of the contract signed by all Grant PUD contractors and their subcontractors when performing work on a Grant PUD project.
- The latest published version of this document is considered to be the authority of rules.
- The items outlined in this document are the basic rules governing safe work on all Grant PUD jobsites.
- These rules may be overruled by the site- specific rules determined by state, or local authorities.
- Any variance from these rules or other site or owner rules must be submitted and approved by Grant PUD before they are put into practice.
- Refer to Grant PUD written programs for full details
- These rules are subject to change without notice or update to contract.

Emergency Information

Poison Control: **800-222-1222**

Please ensure you fully understand location specific emergency procedures. The basics to initiate an emergency at any location are as follows:

FOR AN EMERGENCY:

1. Dial 9-1-1 or designated emergency number: _____
2. Give a brief description of the emergency. _____
3. Give the location of the emergency. _____

WRITE IN THIS SITE ADDRESS: _____

Give your name and the phone number you are calling from.

BE SURE TO KNOW:

Evacuation routes: _____

How emergencies are communicated (alarms, sirens, etc.):

Personal Safety

Your personal safety and overall well-being are a Core Value important goal for any Grant PUD (Grant County Public Utility District No. 2) project is that you go home injury free every day, so you can enjoy quality time with your family and friends. This code booklet outlines important safety requirements and expectations with the ultimate objective of creating a safe and healthy work environment for you and your co-workers to work in. Keep in mind, *safety is everybody's responsibility, and it always starts with you!* To help support the incident free safety culture we strive to achieve on every project and office, we need your active safety participation.

- 1. PLAN YOUR WORK.** You must understand the potential hazards and precautions that must be taken for the tasks you are being asked to perform. Speak up if something is not clear to you or you have a concern. Do not perform any tasks that you feel you are not qualified and competent to perform. Make sure you fully understand the safe work plan for the day. Perform job briefs/tailboard meetings daily to discuss these situations.
- 2. STOP WORK AUTHORITY.** We all know even the best made plans may need to change. When this happens, **STOP THE WORK**, get with your supervisor, and revise the plan. Remember to use your Stop Work Authority! If you see something unsafe, saysomething.
- 3. EMERGENCY PROCEDURES.** Make sure you understand what to do and where to go in the event of a site emergency. Know the alarms, what they mean, and where the "muster" points are. Know how to initiate an emergency call.

4. **PERSONAL PROTECTIVE EQUIPMENT (PPE).** Grant PUD (Grant County Public Utility District No. 2) requires a minimum level of PPE (Personal Protection Equipment) that covers most situations. Sometimes, your work may require more protection. Use the best PPE (Personal Protection Equipment) for the work you are doing. Always try to eliminate the risk by engineering/design.
5. **STAY ALERT AT ALL TIMES.** Always be aware of your surroundings. A lot is moving on a construction site. Safely look overhead when you see cranes or other overhead activity to prevent being under a load. Never cross **DANGER** tape unless given approval. Always keep all your body parts out of the "line of fire" Keep all your body parts out of the "line of fire" to avoid being "struck or caught by" something. If you can, correct hazards you see before they hurt you or others. If you cannot correct the hazard yourself, stop the work and report the hazard to your supervisor.
6. **REPORT ALL INCIDENTS IMMEDIATELY.** If something happens to you or a co-worker, get it reported ASAP so the situation can be effectively managed as soon as possible. Report even minor injuries or near misses to the District Representative. This helps us learn about them so we can work to prevent them from happening in the future.
7. **TOOLS AND EQUIPMENT.** Have you been trained to use the tool or equipment you are being asked to use? If not, do not use it and talk to a supervisor. Make sure all safety devices are in place and in use during operations (e.g., guards, handles, safety triggers).
8. **100% FALL PROTECTION AT 4' AND HIGHER.** Elevated work is considered a considerable risk. Do you know how to use fall protection if required? If not, seek the training needed. Tips: Are all holes covered securely? Are leading edges

on roofs and other areas properly barricaded/protected? If leading edges cannot be hard barricaded, personal fall protection is required. Personal fall protection is also always required in all boom lifts (4' lanyard or personal retractable).

- 9. PROTECT YOUR BODY FROM STRESS.** There is physical and mental stress that can get put on our bodies and minds. Never lift over 50lbs alone. If the object is heavy/awkward, get help. Mechanical means, wheeled carts, dollies, and other devices make material handling tasks safer. Keep work close to the middle of the body. Avoid repetitive motion tasks like working overhead or below the knee for extended periods. Rotate jobs if/when possible. If you are feeling unusually fatigued, depressed, on edge, or are dealing with personal issues, please consider talking to someone about getting help.

- 10. PREPARE FOR CHANGING JOB SITE CONDITIONS.** Watch out for your fellow workers - especially during hot/ cold weather. If co-workers are struggling, take a break and get help. If you are struggling, do not be afraid to ask for help.

Dress appropriately, take breaks when needed and make sure you drink plenty of water. Always keep a close eye on the weather and the impacts on you and your co-workers.

Keep several types of gear and clothing accessible in case it is needed. Walking working conditions can change rapidly on a construction site. Slow down if needed to stay safe.

Introduction

Thank you for choosing to work with Grant PUD. The most important goal is to ensure you return home safely without injury every day.

The Grant PUD (Grant County Public Utility District) "Safe" Philosophy:

- Nothing is more important than your safety.
- Prevention of injuries and incidents is possible if everyone chooses to work safely.
- Safety is Everyone's responsibility.
- Safety is a way of life 24/7.

The rules and instructions contained in this booklet are for the protection and benefit of employees on every Grant PUD jobsite. Violation of any safety rules will be sufficient grounds for immediate removal from project depending upon seriousness and/or repetition of the violation. The rules contained in this booklet are the minimums for all GCPUD projects. Local, State, Federal and/or Owner requirements may be more restrictive.

We need and expect your active participation in Safety to create a safe worksite culture by doing the following, at a minimum:

Report all injuries, property damage and "close calls" immediately.

Identify and correct any safety hazards-
"See Something, Say Something!"

Basic Safety Rules ([WAC 296-800](#))

Grant PUD also has basic safety rules that all employees and contractors must follow, including:

1. Never do anything unsafe to get the job done. If a job is unsafe, report it to your supervisor prior to proceeding.
2. Do not remove or disable any safety device. Keep guards in place on operating machinery.
3. Never operate a piece of equipment unless you have been trained and are authorized to operate the equipment.
4. Use appropriate PPE (Personal Protection Equipment) whenever it is required.
5. Obey all safety warning signs.
6. Working under the influence of alcohol or illegal drugs or using them at work is prohibited.
7. Do not bring firearms or explosives onto PUD property.
8. Smoking is only permitted outside buildings in designated areas at a minimum distance of 25-feet from any entrance, operable window, or ventilation intake.
9. Horseplay, running, and fighting are prohibited at all PUD facilities.
10. Clean up spills immediately. Replace all tools and supplies after use. Practice good housekeeping of your work area or job site.

General Safe Work Expectations ([WAC 296- 800](#))

1. Always follow all work site rules, signs, markings, and instructions. Make sure you fully understand them. If you do not know - ASK!
2. All injuries, property damage, theft, or other incidents as well as near misses (Close Calls) are to be reported to Grant PUD immediately, via your District Representative.
3. All personnel are prohibited from being under the influence of drugs or alcohol while on GRANT PUD jobsites or Grant PUD-controlled premises.
4. Deliberate destruction, defacing, marking on, abusing or theft of owner/company property is prohibited and will not be tolerated.
5. Fighting, assaulting and physically or verbally abusing any employee is cause for immediate dismissal.
6. Falsification of any records, misrepresentation or withholding of facts to secure the job is cause for dismissal.
7. Never misuse or remove from the premises, without proper authorization, any employee lists, blueprints, company records or confidential information.
8. Pictures and videos taken on Grant PUD project sites are to be used for work purposes only. All personnel are to abide by any site/owner rules regarding prohibiting pictures in certain areas or on the entire site, as they are communicated by the owner (especially regarding high- security areas).
9. The contractor(s) is/are required to hold their own weekly safety meetings and documentation relevant to the meetings.

10. There may be special site wide safety meetings held, like a post-incident stand down. There will also be JSRs conducted on your **site**. **Each contractor is responsible for maintaining housekeeping throughout the entire work shift.**
 - a. All trash is to be placed in proper receptacles. Littering and discarding trash on the ground or floor is prohibited.
 1. Hoppers and bins for transporting trash must be manufactured metal trash containers. "Homemade" wooden boxes are not to be used on premises.
 - b. Discard and/or store oily rags and similar combustible materials in metal containers designated for that purpose.
 11. Always properly secure machinery guards, guardrails, mid- rails, and other protective devices always.
 12. Throwing or dropping materials from an upper elevation is not allowed.
 13. When lifting heavy materials, use the recommended lifting technique - bend your knees, grasp the load firmly and then raise the load keeping your back as straight as possible. GET HELP FOR HEAVY LOADS or use proper equipment to assist.
 14. Any variance for performing a work activity in a manner different than prescribed in GRANT PUD's Safety Program and/ or different law or statute shall be documented, approved by GRANT PUD, and communicated on a site-by-site basis. The contractor Site Specific Safety Plan must reflect any variances.
 15. It is discouraged to have employees working alone and/or isolated. Workers must either be on a buddy system with another worker or regular checks should be made on the

worker by the supervisor - especially when the worker is exposed to extreme temperatures or other hazards.

16. **ALWAYS** wear the required Personal Protection Equipment (PPE) and inspect it before each use. Replace any PPE with excess damage/wear.
17. Jewelry that could act as a conductor must be removed when working around electrical equipment. Wearing jewelry while working around moving machinery is not allowed.
18. **NEVER** wear loose clothing that could get caught in machinery/equipment. Keep hair pulled tight to prevent getting caught in machinery/tools.
19. **NEVER** work on electrical circuits unless authorized and/or qualified to do so.
20. All employees who operate powered industrial vehicles **must** have a valid driver's license and have appropriate training.
21. **NEVER** block electrical panels/rooms, safety showers, eyewash stations, fire hoses, sprinkler heads, fire extinguishers, First Aid Kits, or AED's.
22. **NEVER** fight fires unless trained to operate fire- extinguishing devices. Do not place yourself in danger putting out the fire. Get yourself and others out and let the fire department extinguish the fire.
23. **ALWAYS** hold the handrails when going up/downstairs. Do not skip stairs and maintain three points of contact when traveling up/down.
24. **ALWAYS** treat any blood or bodily fluid as potentially contaminated (universal precautions) and do not contact it unless trained and protected to handle such materials.

Weather Conditions (WAC 296-800)

All supervisors are to monitor the weather and be prepared to respond appropriately to changing conditions.

Lightning

- a. 30 MILES **AWAY** FROM SITES
1. When lightning is within 30 miles of site:
 - District Representative will notify subcontractors who will secure material and prepare to shutdown outdoor work.
- b. 10 MILES **AWAY** FROM SITES
1. When lightning is within 10 miles of the site:
 - All outdoor work is to stop, and workers are to move to the designated shelter location.
 - Workers on metal decks not covered in concrete are to stop and move to the designated shelter area.
- c. Work will be stopped for 30 minutes after the last visible lightning strike or when the lightning is at least 10 miles past the site.

Cold Weather

- a. In colder months, a Warm Zone will be provided and is to be utilized for workers to warm up from cold weather as needed throughout the day.
- b. 'Verify plans are in place to keep w safe.

Hot Weather

When the temperature is at or above 89 degrees, Contractors will respond to the extreme heat by:

- a. Providing shade or another sufficient means for employees to cool down; and
- b. Ensuring workers have a paid cool-down rest period of at least 10 minutes every two hours.
- c. Ensure that effective communication by voice, observation, or electronic means is maintained so that employees at the work site and their supervisor can contact each other when necessary. An electronic device, such as a cellular phone or text messaging device, may be used for this purpose only if reception in the area is reliable
Provide water that is cool enough to drink safely; and
- d. Allow and encourage workers to take additional paid preventative cool-down rest to protect from overheating.
- e. Closely observe employees for signs and symptoms of heat-related illness by regular communication with employees such as by radio or cellular phone; a mandatory buddy system; or other effective means of observation

Winds

- a. Wind speeds must be constantly monitored whenever materials are being hoisted.
- b. Always secure materials to roof decks when high winds are anticipated.
- c. Secure signage, gates, and materials when high winds are anticipated.

Changing Weather Conditions

Plans are to be established to address potential changing conditions such as snow, ice, mud, rain, etc.

Personal Protective Equipment [\(WAC 296-800\)](#) *These requirements apply to all personnel onsite, including visitors, technicians and delivery drivers who are outside the cab of their vehicles. Additional site-specific requirements may apply.*

1. Personal Protection Equipment (PPE) is required 100% of the time on GRANT PUD jobsites. This includes:
 - a. ANSI Z87 safety glasses with sideshields
 - b. Gloves
 - c. Hearing Protection (in noisy environments)
 - d. Hard Hat Must comply with ANSIZ89.1
 - e. Sturdy WorkBoots
 - f. High visibility outerwear (shirt - 4" sleeves, jacket, or vest)
 - g. Long pants
 - h. A shirt with sleeves
2. Workers are required to inspect their PPE before each use and get worn or damaged items repaired or replaced.
3. Specific Requirements:

Foot Protection

1. Sturdy work boots with appropriate traction and protection for conditions are required.
2. Open-toed and soft shoes, such as tennis-type shoes, are inappropriate footwear for a job site and their use is prohibited.

Eye Protection

1. All safety glasses must be ANSI Z87-rated, including prescription glasses.
2. If prescription glasses are not ANSI Z87-rated, they must be covered with goggles or over-the-glass style glasses.
3. Foam-lined glasses/goggles **and** face shields are required while performing work tasks such as chipping concrete, grinding, handling chemicals, using a hose to place concrete, use of powder-actuated tools, using demo or chop saw, grinders, etc.

Head Protection

1. Hard hats are to be always worn on the jobsite
2. Must have a Type 1 or 2 rating {Impact}
3. Must have a Class E or G-rating {Electrical Protection}
4. Hard hat types and styles NOT PERMITTED FOR USE:
 - Metal hard hats
 - Cowboy hat-style hard hats
 - Bump caps
 - Other styles not meeting the requirements listed above
5. Hard hats are to be worn during all hot work - hard hats are to be compatible with face shields and welding hoods - bump caps are not considered adequate protection and are NOT allowed.
6. Operators of equipment in a *cab with a solid roof* are not required to wear hard hats while in the cab. All other roof types or open cabs require a hard hat.

7. Items are not to be stored under the hard hat (keys, wallet, cigarettes, etc.) between the head and the hard hat.
8. Baseball caps are not to be worn under the hard hat. Soft, weather-related head coverings may be permitted - knit cap/beanies, balaclava/ski masks, hard hat liners, sweat bands, and do- rags/skull caps.

Hand and Arm Protection

1. Proper gloves are to be worn.
 - Exceptions for glove use (when working with small parts, writing, other tasks where extreme manual dexterity is essential, etc.) must be approved by GRANT PUD (Grant County Public Utility District) management.
2. Gloves must be selected based on the task(s) being performed to ensure adequate cut, abrasion, puncture, and chemical resistance.

Hearing Protection ([WAC 296-817](#))

1. Hearing protection like ear plugs or earmuffs are to be worn in noisy environments at or above 85 dBA.

High-Visibility Outerwear

1. All personnel are to wear an orange or yellow Class II ANSI/ISEA 107-2015 high-visibility garment while onsite.
2. Workers performing traffic control in daylight conditions must wear Class II outerwear (vest or shirt) with reflective tape.

- Traffic control at night requires the addition of ANSI/ISEA 107 Class E lower garment and hard hat with 12 square inches of retroreflective material placed to provide 360 degrees of visibility.

Respiratory Protection [WAC 296-842](#)

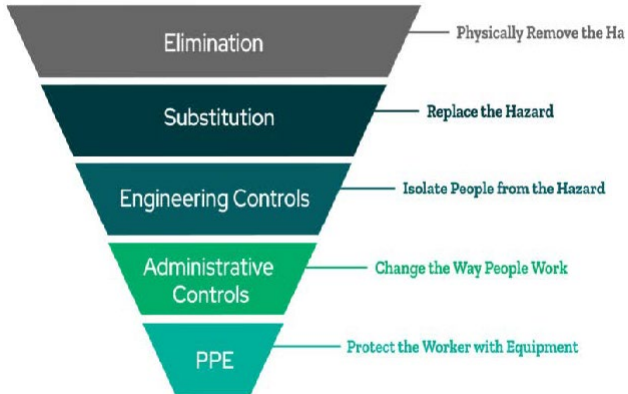
1. If it is determined that a respirator is required for the work being performed, the contractor must provide documentation that the worker has been medically qualified, fit-tested and trained.
2. All respiratory protection devices must be stored, maintained, and disposed of properly.

Water Safety

1. Wear a life jacket and have safety rings with a rope for rescue purposes when working above water.
WAC also requires a safety boat with operator to be present when workers are exposed to water hazards



Hierarchy of Controls



*The best way to manage hazards is
to **ELIMINATE**
The last line of defense is.
PPE*

Hazard Communication Plan [\(WAC 296-901\)](#)

Designated Project Representative (Contractor's Primary Contact) Responsibilities

1. Ensuring that prime and sub-contractors, vendors, or visitors who may be exposed to a hazardous chemical while on site are informed of the hazard exposure. This is typically conducted via site orientation training, done by the general contractor.
2. Identifying what, if any, hazardous chemicals may be brought on site by contractors or vendors and ensuring that employees are notified where the information is kept concerning these chemicals.
3. Conducting meetings with the contract employer prior to commencement of work on the site ensuring they have met their Haz Com obligation for their employees as well as explaining any site-specific hazards or precautions required for chemical storage, use, or handling. The district representative shall require the contractor to provide a list of hazardous chemicals they will be bringing on site.

Controlled Access Zone [\(WAC 296-155\)](#)

1. A Controlled Access Zone (CAZ) is to be used to keep workers and bystanders from entering an area where one or more significant hazards are present.
2. Crossing through danger tape without approval is considered a serious violation. You must receive "permission to enter" from the foreman controlling the area.
3. The perimeter of a CAZ is marked with RED "Danger" tape/flagging or a hard barricade.
 - a. Note: Only red flagging is to be used to mark off a controlled access zone.
 - no other colors, mixing of multiple colors, or multi-colored flagging/tape is permitted for barricading a Controlled Access Zone.
4. Signs or tags must be attached to the tape every 50', identifying the hazard and controlling foreman and their contact information.
5. When the need for a CAZ is complete, the flagging and signs are to be taken down and removed by the responsible contractor who installed and maintained it.
6. Danger tape may be used to identify temporary wiring and potential associated hazards (i.e., HIGH VOLTS, trip hazards).

Guarding and Barricades (WAC 296-800) (WAC 296- 24)

1. All protruding reinforcing steel (rebar), onto and into which people could fall, shall be guarded to eliminate the hazard of impalement with:
 - a. Flat-topped rebar caps that contain a metal shank.
2. All holes, gaps, and voids **2 inches or more in its least dimension** in a floor, roof, or other walking/working surface (including diamond-block-outs) shall be guarded either by hard barricade or cover that meets the following requirements:
 - a. **COMPLETELY** covered with 3/4" plywood or steel plate
 - hold twice the intended load - no gaps around cover
 - b. Cover is secured against displacement
 - c. Cover has "HOLE" spray-painted/written on it
3. Always use barriers to protect workers - red/yellowtape, temporary guard rails, concrete barricades, etc.
4. Tool tethers, toe boards, mesh, controlled access zones and other methods must be used and maintained to prevent items from dropping to lower levels, per the GRANT PUD (Grant County Public Utility District) Fall Protection Program.

Elevated Work (WAC 296-880)

1. **Fall protection is required for all personnel when performing elevated work four feet or higher.** Elevated work platforms/walking surfaces **must** have proper equipment in place.
2. Access to all elevated work areas 4' and higher are to be evaluated to ensure proper fall prevention.
 - a. Ladders Last - Ladders are to be considered the last means of access and used only when other options are not feasible for the situation.
 - b. Requirements of all local, state or owner regulations must be met when addressing access to and from elevated work areas.
3. Any contractor that will have employees exposed to a fall hazard of 10' or more at any point in their work will be required to submit a fall protection plan as part of their Site-Specific Safety Plan. This plan is to include methods for rescue and recovery.
4. Any metal rigging equipment (shackle, wire rope, etc.) that is to be used as part of a fall protection system must be rated for the work to be performed.
5. When working at height, all tools and materials are to be tethered to prevent dropping to lower levels. *For further details, see the Dropped Object Prevention section.*

6. All guard rail systems must have three components - a top rail, a mid-rail, and a toeboard.
 - a. Top rail is to be 42" (+/- 3") from the walking surface and must withstand 200 lbs. of force in an outward or downward direction.
 - If cable is used, the cable must:
 - be at least 3/8" wire rope
 - be flagged at intervals no more than 6 feet apart
 - be tight with no more than 2" of deflection in any direction
 - be secured by no less than 3 cable clamps at each end
 - b. Mid-rail is to be set at half the distance between the top rail and the walking surface and is to withstand 150 pounds of force in an outward or downward direction.
 - c. The toe board is to be placed along the walking surface and at least 3.5 inches high.

Personal Fall Protection [WAC 296-880](#) All

workers using any personal fall protection equipment and systems

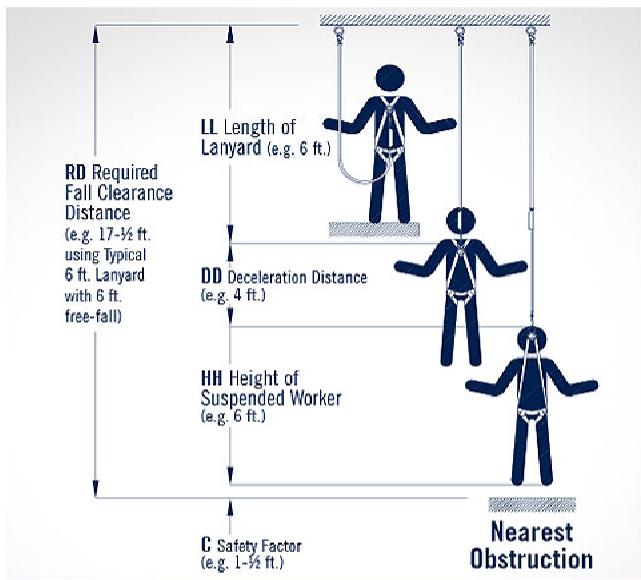
must be trained in the proper use of that specific equipment.

*Personal fall arrest equipment, anchorages and lifelines **must** meet the following minimum standards:*

1. Personal fall arrest equipment (full body harness) **must** be used when working on unguarded elevations 4 feet and higher above ground level or on the working surface.
2. O-ring extensions shall not be used with a 6' lanyard.
3. **ALWAYS** contact project supervision/competent person to verify acceptable anchorage points unless already labeled "anchorage point" or similar wording.
4. All fall arrest equipment **must** be inspected prior to each use and inspected per the manufacturer's requirements with documentation available upon request.
5. For general fall protection purposes, full body harnesses equipped with rear (back) O-rings **must** be used.
 - a. In cases of ladder-climbing devices or other equipment where the manufacturer requires it, harnesses with front or shoulder-mounted O-Rings may be required.
6. Trauma straps are recommended on all harnesses to be used to prevent suspension trauma after a fall while a worker is awaiting rescue.
7. *Shock absorbing* lanyards or retractable devices are required to maintain 100% Fall Protection.
8. Only double-locking-type snap-hooks may be used.
9. Only manufacturer-designed lanyards shall be used to anchor at "foot level".

10. Standard lanyards **shall not** be used in conjunction with retractable devices.
11. Lanyard attachment points to anchorage points and lifeline **must** be above the D-ring unless deemed infeasible by the qualified person overseeing the fall protection activities.
12. Anchors/lifelines **must** be positioned to prevent swing/fall collisions with other obstructions.
13. Anchor points must be able to support at least 5,000 pounds per person and be overhead, when possible.
14. Anchor points **must** be rigged in such a way that an employee will not free fall more than 6 feet, nor contact any lower level.
15. Handrails are not permitted as anchor points.
16. Horizontal lifelines **shall** be designed, installed, and used only under the supervision of a qualified person.
17. Lifelines and lanyards **must** be protected against being cut or frayed. Beam wraps, steel cable chokers or padding **must** be used when connecting lanyards and lifelines. around sharp beams or structural shapes.
18. 6' Lanyards should **only** be used when there is an 18' and greater fall exposure. For shorter clearances, retractable lanyards must be used.
19. Retractable lifeline devices **must** limit free fall distance to **2 feet or less**.
20. Never leave retractable device cables extended since this can affect the ability for the cable to retract properly. For those that are difficult to reach, attach a rope to pull down the hook to eliminate damage to the cable from weather, dirt, weld splatter, etc.

21. Retractable lifelines must be rated for LEADINGEDGE or SHARP EDGE use if they are exposed to those conditions.



$$RD = LL + DD + HH + C$$

- 1) Add 1 ft. to **DD** for free-fall over 6 ft. up to 12 ft. or for person over 310 lbs. up to 420 lbs. with 6 ft. max. free-fall for ANSI & OSHA compliant lanyards.
- 2) Add 1.7 ft. to **DD** for Canadian CSA Z259.11-05 (E6) compliant lanyard.
- 3) D-ring slide and harness stretch factors are built into **HH** and **C**.
- 4) **DD** shown in e.g. assumes maximum allowable amounts.
- 5) See User Instruction Manual for additional information.



Preventing Slips, Trips, Falls

(WAC 296-880) (WAC 296-24)

1. Every employee/worker, including contractor employees, are expected to ensure that walking and working surfaces are safe and free of obstruction.
 - a. All construction waste is picked up and does not create a slip, trip, fall hazard (e.g., rolling stock, wood, plastic).
 - b. Always maintain clear and safe access/egress points from buildings. Clearly mark/flag areas where we expect people to walk.
 - c. Maintain safe walking working surfaces during inclement weather conditions (water, ice, snow, mud).
 - d. Any change in elevation of 19 inches or more requires the use of ladder, stair, ramp, or similar device to travel from one surface to the other.

Floor, Wall Openings and Roof Work

(WAC 296-880) (WAC 296-24)

1. Every floor or wall opening from which there is a drop of 4 feet or greater **must** be "hard" barricaded, guarded or properly covered.
2. Toe boards **must** be used to prevent materials or tools from falling to lower elevations. Toe boards must be constructed of sturdy material and at least 3.5" in height.
3. Upright support post spacing **must not** exceed eight feet.
4. The guardrail system **must** be capable of withstanding less than 2" of deflection with a force of 200 pounds in any outward or downward direction.

5. ANY work (including observation or inspection) to be done on the roof will require the use of a "Roof Work Permit" that is to be completed by the subcontractor working on the roof and approved by GRANT PUD supervision, prior to beginning work.
6. Material stored on the roof must be secured to the roof deck. All material is to be properly secured at the end of each day, and in the presence of impending high winds and storms.
7. ROOF WARNING LINES - Must be used in the following manner:
 - a. Only when "ROOFING" is being installed - **at least 6' back from the edge.**
 - b. When mechanical equipment is used in "ROOFING"- **at least 10' back from the edge**
 - c. When "ROOFING" work is done, all other activities require that the warning line is **at least 15' back from the edge.**
 - d. Use stanchions 34"-39" high and support at least 161lbs of force.
8. All steel cable guardrail systems must be 3/8" cable or greater with each end secured by 3 Crosby clamps. Flag the cable for visibility every approximately every 8-10'.
9. **ALWAYS** guard floor openings with a hard barricade or fully cover floors, gratings, and other structures where holes are created.
10. All hole covers **must** be mechanically secured to prevent accidental displacement. Hole covers must be clearly labeled "**HOLE**".
11. Floor opening/hole covers **must** be capable of supporting at least twice the intended load of employees, equipment or materials that may be imposed on that cover.

12. **ALL** trenches exposed to the outside public and in high traffic areas should be hard barricaded to prevent equipment and people from falling in. This may be done using jersey barriers and/or a guardrail system that can support 200 lbs. of force. Trenches inside the project perimeter that will be left open and unattended must have snow fence barricades in place (not tape).

Ladders [WAC 296-876](#)

Ladders should be used as a last resort for access and - especially - for routine access/elevated work. Consider the use of scaffold, hoist, scissors lift or other means that provide safer platforms for activity.

1. Ladders shall be inspected before each use for structural defects and shall be removed from service if any deficiencies are found. Ladders are to be removed from service if they do not have legible tags from the manufacturer. Ladders shall be free of oil, grease, and other slipping hazards.
2. Ladders shall be used only for the purpose for which they were designed; do not use A-frame stepladders as a straight ladder or use extension ladder sections separately. Extension ladders shall only be used for access/egress purposes.
3. The top two steps of any ladder are off-limits and are not to be stood on. If these steps are needed for adequate reach, a taller ladder or other device must be used.
4. Three points of contact **must** be maintained when ascending or descending. Tools and materials are to be carried in a backpack, raised, or lowered in a canvas bag, by means of wheel and rope, or by other mechanical means that keep the hands free for climbing.

5. Straight (extension) ladders **must** be secured and used at an angle of 4:1. The top of the ladder must extend at least three feet above the top landing. Fall protection is required once the work area is reached if the area is not otherwise protected.
6. Metal ladders are not to be used on GRANT PUD (Grant County Public Utility District) jobsites - except for small 2/3-step ladders and certain small work platforms.
7. If an extension ladder cannot feasibly be tied-off, then it must be held at the base by a second person during ladder use. This includes setting up and taking down the ladder when it is being tied or untied.

Scaffolding [\(WAC 296-874\)](#)

1. Anyone in the act of building or dismantling scaffold must utilize fall protection when their feet are six feet or higher off the ground.
2. All scaffolding **must** be inspected, erected, moved, dismantled, or altered by or under the direct supervision of a competent person.
3. Employers are to provide proof of scaffold user training for their employees/ workers.
4. All scaffolds shall display a scaffold tag to indicate the condition of scaffold.
5. A competent person **must** inspect scaffolds every day before use. If used for more than one shift, the scaffold must be inspected before each shift. Scaffold tag colors are indicated as follows:
 - a. **RED-DANGER-DO NOT USE SCAFFOLD.** To be used on incomplete or erection in progress scaffold.

- b. **YELLOW-CAUTION.** Scaffold is safe to use, but personal fall arrest equipment is required. Scaffold deficiency must be identified on tag or sign. Example: handrail being partially omitted because of piping obstruction.
 - c. **GREEN- SCAFFOLD IS SAFE FOR USE.** Personal fall arrest equipment is not required if scaffold working surface is fully planked, handrailed, mid-railed and toe boarded.
6. Toe boards are required for scaffolds of any height where there is possibility of overhead hazards and always at 10' or higher.
 7. Mobile scaffolds must have the wheels locked when the scaffold is in use. "Surfing" the scaffold where the user moves the scaffold while on the scaffold is not permitted without a written and approved variance.

Work Platforms [\(WAC 296-869\)](#)

1. Any "benches" to be used as platforms for elevated work must meet all the following requirements at a minimum:
 - a. Working capacity is 300 pounds or more
 - b. Holds an ANSI rating
 - c. Has a positive locking mechanism for all four legs
 - d. Uses a knob or latch to keep hinges locked

Stilts

There shall be **NO** use of stilts on any GRANT PUD project.

Aerial Lifts ([WAC 296-869](#))

1. **ALWAYS** complete a documented lift inspection before each use.
2. Employees using aerial lifts **must** be trained in their use and have a copy on file in the office.
3. All lifts must be equipped with crush protection for occupants of the basket. This may take the form of a "crash bar" over the control panel, "kill switch" or other similar device that acts to stop movement of the lift in the event the worker becomes trapped.
4. All workers in the basket must use 100% tie-off when operating any boom lifts, scissor lifts, man-baskets, snorkels, cherry pickers, etc. at any height. The gate or chain must be closed while the lift is in operation.
 - a. Fall protection lanyards must be connected to the manufacturer's designated anchorage point in the basket.
 - b. Utilize the manufacturer's guidelines for appropriate fall protection /fall restraint methods.
 - c. Standard lanyards must not be more than four feet in length. Six-foot lanyards are not allowed to be used in any aerial lift.
5. **NEVER** work off handrails, etc., to raise your work position. A manufacturer's approval is required for extraordinary circumstances.
6. Whenever an aerial lift is being moved:
 - a. The worker moving the lift must be in the basket with proper fall protection and not walking alongside the lift as it is moved. Exceptions may be made for certain situations but must be coordinated with the GRANT PUD onsite project team, prior to beginning operation.

7. Materials or tools that are hoisted/lifted on any aerial lift must be properly secured per the manufacturer's recommendation. guidelines. Weight limits and other manufacturer guidelines on any lift must be followed.

Dropped Object Prevention [\(WAC 296-880\)](#) *Every effort must be taken to prevent items to drop onto workers at lower levels by the following means, at a minimum:*

Nets & Mesh [\(WAC 296-880\)](#)

- a. Debris nets used to prevent items from dropping to lower levels must be installed properly, per manufacturer direction.
- b. Material that falls into netting must be cleared on a regular basis.
- c. Mesh connected to guard rails and cables must be properly secured to prevent damage from wind or other impact.
- d. Mesh connected to scaffold must have engineering to show forces created by wind and that the scaffold system can withstand these extra forces.
- e. The basket of aerial lift is outfitted with appropriate nylon mesh or metal grid to prevent objects from falling out of the basket to a lower level.

Drop Zone [\(WAC 296-880\)](#)

- a. At the edge of elevated floors, a zone is to be established ten feet back from the edge using paint, tape, or other means.
- b. All material staged or stored in the Drop Zone must not be stacked higher than the guard rail at the edge.
- c. All tools used in the Drop Zone are to be tethered either to the worker or to another stable location to prevent dropping the object to lower levels.
- d. Materials that can be tethered shall be tethered to a suitable structural anchor point.

Toe Boards [\(WAC 296-874\)](#)

- a. Scaffold, stair landings and elevated decks are required to have appropriate toe boards around their perimeter as part of a complete guardrail system to prevent objects from going over the edge to a lower level.

Trenching / Excavation (WAC 296-155 Part N)

1. "Ground Disturbance" includes the following activities that *move* dirt, pavement, sod, or rock - any activity that penetrates the ground at any depth:
 - a. Digging/Excavating/Trenching
 - b. Drilling/Boring
 - c. Grading
 - d. Driving stakes or form pins
2. The ground disturbance crew and work must be supervised by a competent person identified by the subcontractor with appropriate training to supervise the activity to be performed.
3. Any contractor performing ground disturbance must have their own utility locating completed prior to digging.
4. Live utilities must be exposed safely by hand or hydro-excavated for 100% positive identification when ground disturbance activities are to take place within 15 feet of any live utility. Machine digging within 5' of live utilities is strictly prohibited.
5. PVC Utility Markers are to be placed during backfill of all existing utility locates and during backfill as new lines are installed
 - a. Minimum 3" diameter PVC pipe to be used
 - b. At the bottom, placed alongside line
 - c. Place pipe on either side of duct bank or pipe greater than two feet wide - connect two verticals with a cross bar at top
 - d. At the top, extend at least four feet above ground surface
 - e. Are to be marked with tape the color of the utility, per the standard color code and information about the line below (depth, type, orientation, etc.)

- f. Frequency of location points is to be established with the project's Regional Safety Manager and Field Operations Manager but will be no more than 75 feet apart.
6. Permits are to be completed by the contractor performing the work and reviewed by GRANT PUD Superintendent or their designee:
 - a. The permit shall be completed and approved before work starts.
 - b. Permit shall be reviewed with crew and operators before work starts.
 - c. Permits shall be readily available on the project premises throughout the Ground Disturbance activity.
 - d. The permit is valid for one week with a renewed permit required for that week starting each Monday unless conditions change.

HotZone ([WAC 296-155 Part N](#)) - the area within 15 feet of either side of a buried utility is considered the Hot Zone.

1. All soils are to be treated as Type C unless adequate reason and evidence can be shown to treat it as Type A or B through documented testing.
2. Benching is not permitted in Type C soils.
3. The soil can NOT be classified as Type A if it is subject to vibration from heavy traffic, pile driving, or similar effects; or if the soil has been previously disturbed.
4. When an excavation reaches **four feet or deeper**, protective measures must be put in place - trench box, sloping, shoring, benching, etc. **Air monitoring must also be performed beginning at four feet or more in depth.**

5. The permit must be at the site of activity in the permit stand and made available for review upon request.
6. Access in a trench must be maintained within 25 feet of any worker in the trench.
7. Fall protection must be provided for all excavations deeper than six feet.
8. At a minimum, snow fence protection is required for barricading/marking excavations and/or trenches at the end of each shift or when the excavation/trench will remain "open" for a length of time without supervision.
9. Excavations that are 20' or deeper must be engineer designed for the protective method to be used (sloping, shoring, trench box, combination, etc.).
10. When excavation conditions or methods change (after rainstorm, uncover unknown utility), permit is to be reviewed and re-authorized by the competent person before work continues.
11. During backfill, utility marking tape is to be placed two feet above the line. Tracer wire or RFID tags are used to mark the lines, appropriate to project requirements.

Utility Marking Color Code [WAC 136-40](#)

White	PROPOSED EXCAVATION
Fluorescent Pink	TEMPORARY SURVEY MARKINGS
Red	ELECTRIC POWER LINES, CABLES, CONDUIT AND LIGHTING CABLES
Yellow	GAS, OIL, STEAM, PETROLEUM OR GASEOUS MATERIALS
Orange	COMMUNICATION, ALARM OR SIGNAL LINES, CABLES OR CONDUIT
Blue	POTABLE WATER
Purple	RECLAIMED WATER, IRRIGATION AND SLURRY LINES
Green	SEWERS AND DRAIN LINES

Lockout/Tagout

(WAC 296-803)

The Lockout/Tagout Program has been established to provide a systematic method for preventing injury to personnel during maintenance, servicing and cleaning activities, safely shutting down and locking out machinery/equipment to prevent the release of potentially hazardous energy sources, including electric, water/air pressure, mechanical, heat/cold, and any other type of energy.

1. **NEVER** work on equipment unless you are authorized to do so and **verify** it has been fully isolated, brought to zero energy and locked out at all sources (live, dead, live testing).
2. A LOTO (Lockout Tagout) Log is to be maintained for all locked- out systems.
3. contractors must submit their LOTO/Energy Isolation plan to GRANT PUD before work begins.
4. All workers involved in LOTO situations must be trained for their role in LOTO. Contractors must present documentation of initial training for workers and retraining when LOTO procedures and programs change.
5. For machines or equipment with multiple energy sources (or single energy source not easily identified), a written control procedure must be submitted and followed.
6. LOTO/isolation Devices
 - a. Devices (including locks) must be unique/not used for other purposes (toolboxes, lockers, etc.).
 - b. Everyone involved in the work must have their own lock and tag.
 - c. Tags **must always** identify the name and contact information of the person who applied the tag, the date of application and the reason for the lock out.

7. Always ensure accuracy of all lockouts for equipment/ systems by visually verifying application and comparison to one-line diagrams before starting work.

Confined Space Entry ([WAC 296-809](#))

What is a Confined Space? It is a space that has all the following characteristics:

- a. Limited means for entry or exit.
- b. Adequate size and configuration for a person to enter.
- c. It is not designed for continuous occupancy.

What makes it a Permit Required Confined Space? A space that meets all requirements for a confined space, AND it has one or more of the following characteristics:

- Contains or has the potential to contain a hazardous atmosphere.
- Contains a material that has the potential for engulfing an entrant.
- It has converging walls, a floor that slopes downward or a configuration that could trap or asphyxiate an entrant.
- Contains other recognized serious safety or health hazards (i.e., an electrical hazard that can't be locked out, moving machinery, etc.).

1. Each project must identify possible confined spaces/permit required Spaces. spaces in their immediate work areas not already identified.
2. If permit required spaces are identified, anyone entering these spaces must be trained (Authorized employees only).
3. Employee training certificates must show they have covered confined space entry training.
4. **NEVER ENTER** a permit-required confined space unless a properly completed Confined Space Entry Permit with description of rescue methods has been issued.
5. The completed entry permit **must** be present *at the entry site*.
6. **ALWAYS** be sure a confined space is attended or always barricaded, to prevent unauthorized entry.
7. Air monitoring **must be continuous and documented**. If the monitor alarms, **LEAVE THE SPACE IMMEDIATELY!!**
8. **NEVER** attempt an internal rescue without proper equipment and training.
9. If you don't know, **ASK!!!** (A four-foot-deep trench *may* be a confined space.)

Machine Guarding [WAC 296-806](#)

1. Equipment/Machinery must not be operated unless all guards are in place.
2. Machine guarding around moving parts that are seven feet or lower off the ground must not have any gaps greater than 1/2 inch in any of the protective guards or mesh.
3. Guards are not to be modified or altered without the approval of the manufacturer.
4. For grinders, the guard and handle must be in place during use.
5. **NEVER** put your hands or other body parts near the point of operation on unguarded operating machinery.
6. One or more methods of machine guarding *shall* be provided to protect you from hazards such as pinch points, rotating parts, flying chips and sparks.
7. Inspect all machines guarding for proper fit, attachment, and any defects. A machine is not to be used if guarding is not proper or needs repair.

Vehicle and Equipment Safety

1. Anyone operating mobile, motorized equipment/ vehicles must possess a valid driver's license, plus present proof of safety and practical use training for that equipment.
2. Operators involved in incidents while operating equipment must provide a CR (Condition Report) of the incident. In some cases, an operator involved in an incident may be removed and not be allowed to return to a GRANT PUD (Grant County Public Utility District) project.
3. Anyone who rides in a vehicle equipped with a seat belt **must** wear it.
4. Materials that overhang the sides or ends of a truck 3' or more **shall** be "flagged" appropriately.
5. Cell phones/radios shall not be used while driving. **Stop or pull over**, when it is safe, then use your cell phone or radio.
6. Texting while driving is prohibited.
7. Jumping on or off equipment or vehicles, while moving, is prohibited.
8. While riding or driving any motorized industrial vehicle, such as golf carts, gators, etc., basic PPE **must** be worn. The industrial vehicle **must** always be driven in a safe manner abiding by all site traffic rules.
9. Only designated vehicles shall be used for the transportation of personnel. Mobile cranes, forklifts, etc. shall not qualify as personnel transportation vehicles. Golf carts, UTVs and "Gators" are limited to transporting the number of individuals who can be properly seated and should be equipped with a highly visible flag and/or strobe to increase vehicle's visibility. **Employees are not to ride in the back of a truck.**

10. Follow jobsite speed limits.
11. No personal vehicles are allowed on the building pad or inside the building.
12. All bi-directional machines, such as rollers, compactors, front-end loaders, bulldozers, and similar equipment, shall be equipped with an operating horn & back-up alarm, distinguishable from the surrounding noise level. The horn shall be maintained in an operative condition.
13. A ground spotter shall be used when operating in a blind spot and/or highly congested areas. If the alarm devices are not working, a ground spotter may be used.
14. When parking is allowed on the construction site, it is a privilege. GRANT PUD assumes no responsibility for lost, stolen or damaged vehicles.
15. When parking on unleveled surfaces, be sure to put the vehicle in "PARK" and apply the parking brake fully. After exiting the vehicle, place at least one-wheel chock under the downhill side of the rear wheel.
16. All mobile, motorized equipment is to be outfitted with a fire extinguisher within easy access of the operator and maintained.
17. When lifting materials with a fork truck (standard or boom), material shall not be hung directly on the fork (called "Free Rigging"). If items are to be suspended under the forks, they must be connected to a hook on the mast (if provided by the manufacturer) or from an approved lifting attachment.

Cranes [WAC 296-155 Part L](#)

Assembly/Disassembly Responsibilities:

1. All assembly/disassembly (ND) work must be directed by an ND Director. The ND Director must meet the criteria for both a "Competent Person" and a "Qualified Person", which are defined terms; or must be a "Competent Person " assisted by a "Qualified Person".
2. The employer must follow manufacturer procedures when using synthetic slings during assembly or disassembly rigging (even when the employer has developed its own ND procedure as an alternative to the manufacturer's other procedures).
3. The ND Director must also address hazards associated with the operation, including 12 specified areas of concern:
 - Site and ground conditions
 - Blocking material
 - Proper location of blocking
 - Verifying assist crane loads
 - Boom & jib pick points
 - Center of gravity
 - Stability upon pin removal
 - Snagging
 - Struck by counterweights
 - Boom hoist brake failure
 - Loss of backward stability
 - Wind speed and weather

Inspection:

Upon completion of assembly, but before use, the equipment must be inspected by a "Qualified Person" to ensure that it is configured in accordance with the manufacturer's equipment criteria. If these criteria are unavailable, the employer's "Qualified Person", with the assistance of a registered professional engineer, if necessary, must develop the appropriate configuration criteria and ensure that these criteria are met.

General Requirements:

1. The swing radius of the crane is to be identified with RED Danger tape during all operation of the crane.
2. A crew member who moves out of the operator's view to a location where the crew member could be injured by movement of the equipment (or load) **MUST** inform the operator before going to that location. The operator must not move the equipment until that crew member has informed the operator that he/she has relocated to a safe position.
3. Employees must never be under the boom or jib when pins (or similar devices) are being removed, unless it is required by site constraints and procedures and training have been implemented that minimize the risk of unintended movement and the duration of exposure under the boom.
4. Component weights must be readily available for all components to be assembled.
5. Pins may not be removed during disassembly when the pendants are in tension.
6. Booms supported only by cantilevering must not exceed manufacturer limitations or RPE limitations, as applicable.
7. Component selection and equipment configuration that affects the capacity or safe operation of the equipment must be in accordance with manufacturer's requirements and limits or RPE requirements and limits, as applicable.
8. Only workers holding a valid National Commission for the Certification of Crane Operators (NCCCO) card or

equivalent (dependent on state or local requirements) can operate cranes on GRANT PUD projects.

9. All operators must have documented employer evaluations for the crane type they are operating.

Critical Lifts

A Critical Lift Plan is to be submitted to GRANT PUD and approved before starting the lift if any of the following conditions apply to the lift:

1. The lift is being made over or near live processing equipment and the weight is greater than ten tons.
2. The combined weight of the load exceeds **75% of the adjusted rated capacity** of the crane.
3. The item to be lifted weighs more than 20 tons.
4. All lifts where more than one piece of equipment (crane, forklift, etc.) is used.
5. Any lift is deemed special, i.e., glass-lined equipment.
6. A lift, which exceeds 95% of the adjusted rated capacity of the crane, will require the review and approval of a qualified professional engineer.

Outriggers and Stabilizers:

When outriggers or stabilizers are used or are necessary considering the load to be handled and the operating radius:

1. Outriggers and stabilizers must be fully extended or, if permitted by manufacturer procedures, deployed as specified in the load chart.
2. Outriggers must be set to remove equipment weight from the wheels, except for locomotive cranes.
3. Outrigger floats, if used, must be attached to the outriggers; stabilizer floats, if used, must be attached to the stabilizers.
4. Each outrigger or stabilizer must be visible to the operator or to a signal person during extension and setting.
5. Outriggers and stabilizer blocking must be placed under the float/pad of the jack or, if there is no jack, under the outer bearing surface of the outrigger or stabilizer beam. Blocking must also be sufficient to sustain the loads and maintain stability and must be properly braced.

Wind:

Winds speeds must be continuously monitored. When winds reach 25 mph, crane operations must pause and be evaluated to continuing work. The crane operator shall reference the manufacturer guide as to when windy conditions will stop work.

Signal Person:

1. Is required when the point of operation is not in full view of the operator.
2. The operator's view is obstructed in the direction the equipment is traveling.

3. Either the operator or the person handling the load determines that a signal person is needed because of site- specific safety concerns.

Employers must make the documentation of the signal person's qualifications available at the worksite, either in paper form or electronically. The documentation must specify each type of signaling (e.g., hand signals, radio signals, etc.) for which the signal person is qualified under the requirements of the standard.

Rigging

1. All metal rigging components (shackles, chain, hooks) must be American made. Wire Rope clips are made of drop-forged steel.
2. All rigging must be done by a "Qualified Rigger", who has a valid training card on-file with the project.
3. All rigging equipment must be inspected prior to each use. Damaged or defective rigging or rigging that is missing tags are to be removed from service. Rigging equipment is to be removed from the lifting area when not in use.
4. Tag lines are to be used to control suspended loads. No one is to be under suspended loads.
5. Synthetic slings must be protected from abrasive, sharp or acute edges, and configurations that might reduce the sling's rated capacity.
6. All hooks must have gates that are properly closed to prevent materials from sliding out of the hook.
7. Exceptions:
 - a. Chain hooks used to adjust chain length.
 - b. Shake-out hooks that are used to unload and sort steel members.
 - c. Use of wire to hold a gate open only for steel-erection activities (referred to as "mousing")

Electrical ([WAC 296-24](#)) ([WAC 296-45](#)) ([WAC 296-155](#))

1. **NEVER** work on electrical circuits unless authorized/ qualified.
2. **All extension cords will be of the 3-prong type rated for extra heavy use and be not less than 12-gauge wire.**
3. Workers are to inspect cords prior to use.
4. Damaged cords are to be immediately removed from service.
5. Power strips not rated heavy duty for use in construction are not allowed.
6. Extension cords and temporary lighting should be hung overhead to reduce potential tripping hazards. Only non-conductive material shall be used to suspend such cords and must be protected from sharp objects and pinch points, such as windows or doorways.
7. Temporary lights are to be suspended by non-conductive (plastic, wood or coated wire) material. Every effort should be made to prevent damage to and contact with the lamp of the temporary light.
8. Outlets, to which extension cords are plugged, must be of the GFCI protected type, branch circuit protected by a GFCI breaker or protected by a portable GFCI device placed between the outlet and extension cord.
9. Only certified electricians shall work on any electrical device greater than 50 volts.
10. Breaker panel doors are to be kept shut and properly locked and labeled.
11. . Live work on electrical systems must be a last resort. WAC 296-45 and NESC must be strictly adhered to during this work.

- a. Live parts must be properly guarded from accidental contact.

POWER LINES ([WAC 296-45](#))

1. All work must be a minimum of **10 feet away** from all power lines. Refer to WAC for exact clearance distances. **Table A-Minimum Clearance Distances**

VOLTAGE (Nominal kV, AC)	MINIMUM CLEARANCE DISTANCE
Up to 50 kV	10
50- 200 kV	15
200 - 350 kV	20'
350-500 kV	25'
500 - 750 kV	35'
750 - 1000 kV	45'
Over 1000 kV	(As established by the utility owner/ operator or registered professional engineer who is a qualified person with respect to electrical power transmission and distribution)

See OSHA regulations for further information.

2. When work is to be done within **50 feet of power lines**, a documented meeting is to be held between the project team, safety management, and the subcontractor to discuss mitigation strategies to keep workers safe.
3. When working within **50 feet of any overhead power lines**, no metal poles are to be used (bull floats, paint poles) nor other conductive tools or materials that could contact the lines are to be used in that area.

Hot Work [WAC 296-56](#)

1. A Hot Work Permit is required when creating an ignition source (cutting, welding, brazing, etc.).
2. Contractors are to supply their own 10-pound fire extinguishers for hot work activities. GRANT PUD fire extinguishers staged around the site are to be used as back-up, not as the primary fire extinguisher for hot work.
3. When welding or burning, always use proper goggles or face shield, welding gloves, welding jacket (if necessary).
4. Fireproof screens or shields are to be used to protect other workers and material/equipment from heat, flames, spark, and light exposure.
5. Always wind-up welding leads and hoses after use and/or at the end of each day.
6. A fire watch shall be required. (Minimum 30 minutes after burning/welding/cutting operations unless otherwise noted)
7. LNI compliant Hot work permit must be used.

Fire Safety [WAC 296-800](#)

1. **NEVER** fight fires unless trained to operate fire-extinguishing devices, after calling the fire department or pulling an alarm. Do not place yourself in danger putting out the fire. Get yourself and others out and let the fire department extinguish the fire.
2. Tarps, netting, and other materials used for wind protection, dropped object protection, equipment protection or other for similar purposes must be fire resistant. Simple plastic tarps are not acceptable - especially when they are to be used near hot work or any sources of heat, flame, fire, or spark.

3. In general, indoor work areas, fire extinguishers are to be:
 - a. 10-pound, 2A extinguishers and rated for "ABC" use, unless specific hazards exist that require additional protection.
 - b. You must provide the correct type of portable fire extinguishers and distribute them in your workplace, depending on the type, size, and severity of fire that could occur.
 - c. The type of portable fire extinguishers you must have in your workplace depends on the types of fire hazards that exists and be staged at each stair landing on each floor of the building.
4. All fire protection and emergency equipment will be plainly marked and must be kept free of obstruction for use.
5. Fire extinguishers that have been discharged or that have a broken seal shall be replaced and either taken to the designated location for servicing or reported to your supervisor.
6. Flammable materials must be stored and handled properly, following these guidelines:
 - a. All containers must be labeled with the identity of the contents and handling warnings or precautions. Each container on site must be labeled with the name of the company/sub/tiered sub that is responsible for that container.
 - b. Flammable liquids shall not be stored in areas used for exits, stairways or other areas used for safe passage of people.
 - c. Ignition sources must be controlled near flammable storage areas. Signs, such as "NO SMOKING" must be posted. Keep hot work activities away from these strong areas, as well.

- d. Inside of a building, flammable liquids must be stored in a proper cabinet labeled "FLAMMABLE - KEEP FIRE AWAY". No more than 60 gallons of flammable liquid is to be stored in one cabinet.
- e. Each indoor storage area must be outfitted with a 20-pound fire extinguisher separated by no more than 10 feet from the area, but not stored directly in the storage area.
- f. Outside of a building, flammable storage areas are to be no closer than 20 feet from the building.
7. Outdoor storage tanks and piles are to be protected from impact by vehicles and equipment.
1. Fuel storage tanks are also to be outfitted with additional "spill containment" trays/basins under the tank - even if the tank is manufactured with "secondary containment."
8. Fuel and Liquid propane canisters are not to be stored inside any building. These storage containers are to be suitably ventilated and protect against tampering (cages, fencing, etc.)
9. Each outdoor flammable storage area is to be outfitted with at least one 20-pound fire extinguisher staged no less than 25 feet but not more than 75 feet away.

Compressed Gas Cylinders

(WAC 296-155) (WAC 296-24)

1. Compressed gas cylinders shall be used and/or stored in a secure and upright position (this includes the small "B-Type" acetylene cylinders).
2. Flashback arrestors are required on all gauges.
3. The valve protection caps shall be in place and secured whenever the cylinders are not in use, at the end of each work shift, when cylinders are empty, in storage or being moved at any time.
4. Never hoist cylinders with the valve cap.
5. Empty cylinders shall be removed from the work area to the designated storage area, secured and marked accordingly.
6. A non-flammable method of securing is required (i.e., wire, chain).
7. Oxygen and acetylene tanks are to be stored at least 20' apart. Welding carts used to store these cylinders must be equipped with a 5' tall barrier with a burn-rating of at least ½ Hour, as indicated by the manufacturer.
8. Inside buildings, cylinders shall be stored in a well-protected, well-ventilated, and dry location. Cylinders should be stored away from elevators, stairs, gangways, or spaces where they will not be knocked over or damaged by passing or falling objects.

Tool Use ([WAC 296-155](#)) ([WAC 296-54](#))

1. Always inspect all tools and equipment prior to each use. Do not attempt to repair tools or equipment (unless you have been designated as a "qualified person" to do so). Instead, report any defect to your supervisor. USE DEFECT TAGS so others do not use defective items.
2. Always use the proper tools and equipment for the job; do not modify or redesign the tool to fit the job.
3. Never misuse tools or equipment by circumventing safety devices or guarding.
4. Never use makeshift or home-made tools or equipment to perform your job.
5. Report defective equipment to your supervisor immediately.
6. All electrically powered tools (except battery-powered) are to be double-insulated.
7. Electric tools are to be outfitted with a constant-pressure switch/trigger that turns the tool off when the trigger is released.
8. AngleGrinders:
 - a. Angle grinders are to be used with the handle and guard in place.
 - b. Workers are to keep both hands on the grinder when in use to maintain control of the grinder.
 - c. Materials being worked by the grinder are to be clamped or otherwise properly secured, instead of holding the material by hand.
 - d. Inspect cutting/grinding wheels before use for damage. Never use damaged wheels. Make sure that wheels are rated appropriately (RPMs) for the grinder.

9. Manual post drivers are not permitted on GRANT PUD jobs. Any post driving is to be done with a powered (gas or electric) driver.
10. Fixed blade knives are not to be used on GRANT PUD projects. All knives used on GRANT PUD jobs must have a self-retracting blade. This type of knife utilizes a mechanism that exposes the blade when needed and automatically draws the blade back into the guard when the cut is complete. This is to prevent unwanted lacerations.

Silica Protection [\(WAC 296-840\)](#)

1. All subcontractors engaged in activities that create respirable silica dust must protect their workers and others from exposure to that silica in a way prescribed by WAC regulations in Table.
 1. For activities not listed on Table 1, the following methods must be used for protection:
 - a. **WET METHODS** (Best Protection) - use of water at the point of operation that prevents the creation of dust.
 - b. **VACUUM METHODS** - use of HEPA- filtered vacuums at the point of operation that prevents the creation of dust.
 - c. **RESPIRATORS** (Only if no other method is feasible) - use of respirators on exposed employees that prevents exposure to the dust. Employers are to provide proof of documentation of annual physical exam and fit test for the respirator being used.
 1. Workers operating dirt-moving equipment that does not have an enclosed cab must be protected by respirators.

- Equipment/activities that create large clouds of dust must use additional protection to prevent the dust from impacting other workers and/or the public.
2. Refer to the following sources for more information on protection against respirable silica dust exposure:
 - a. WAC Regulations - 296-840-110 (includes Table1)
 - b. GRANT PUD's Silica Policy
 - c. Contractor's Site-Specific Safety Plan (SSSP)

Incident Reporting ([WAC 173-175](#)) ([WAC 296-27](#))

Personal injuries, property damage or loss, environmental and high potential "close call" incidents must be reported to GRANT PUD Safety Department immediately.

The incident investigation process and appropriate corrective actions must be initiated immediately after the event area has been made "safe". The initial "fact finding" aspects of the report must be submitted to the district representative **within 24 hours** after the incident.

There are 8 main categories of incidents that require reporting:

- Employee personnel injury/illness incidents (first-aids, medical aid/OSHA recordable and lost time).
- Property damage and loss.
- Environmental incidents (chemical leaks and spills).
- Subcontract employee/injuries/incidents/illnesses.
- Vehicle accident reporting.
- Theft/Vandalism/Harassment.
- Workplace Violence.
- Near Miss/Close Call

Environmental Reporting: [\(WAC 173-340\)](#)

Environmental activity includes reportable spills/releases to the environment, complaints, inspections, and enforcement notification. For any of these types of items, an Incident Report must be completed.

Deliveries [\(WAC 296-800\)](#)

1. Deliveries are to be received in designated areas with appropriate guarding and flagging to protect passers by.
2. contractors are to provide an escort to meet and guide the delivery driver to the receiving area.
3. Delivery drivers who are out of the cab of their truck must wear the applicable PPE required at minimum for workers on the site.
4. Workers using mechanical equipment (forklift, crane, etc.) to load/unload must be trained on that equipment and have proof of training on file with the project team.

Prevention of Disease [\(WAC 296-101\)](#)

This section addresses the basic measures for preventing the transmission of viruses and diseases, such as COVID-19, among our workforces. Specific, additional requirements may vary based on applicable federal, state, local and owner requirements. These guidelines are to be considered a minimum level of protection. During a viral outbreak or pandemic event, GRANT PUD and each contractor will provide specific directions for their projects and workers.

1. If you are experiencing symptoms, quarantine yourself away from the project site.

- a. If symptoms develop during the workday, leave site, and report the symptoms to your supervisor using phone/text
- b. If you have been tested and awaiting results, you are expected to quarantine yourself away from the project site
- 2 Report all potential exposures and positive cases to the GRANT PUD Project Team Immediately.
- 3 Avoid close contact with others.
 - a. Maintain at least six feet of separation between yourself and others.
 - b. Avoid shaking hands, hugs, and other direct physical contact.
 - c. Avoid sharing tools with others. If you must, be sure to wipe them down with disinfectant between users.
 - d. Avoid gatherings of multiple people in one area at one time - especially regarding break areas, project meetings and site entry/exit areas
 - Stagger start/end times and break times to minimize large groups.
 - Conduct Toolbox Talks, Stretch and Flex and other activities in small, spread-out groups instead of large mass gatherings
- 4 Practice extreme hygiene.
 - a. Cover the mouth and nose with a tissue or the elbow when coughing and sneezing
 - b. Wash hands with soap and water or alcohol-based hand sanitizer after coughing/sneezing, using the restroom or touching common surfaces like handrails, doorknobs, or handles
 - c. Wear face coverings - Surgical masks, bandannas spray socks and even homemade cloth masks can help prevent spread.

5. Practice extreme cleaning.
 - a. Common work surfaces are to be wiped down frequently with a disinfectant wipe or spray.
 - This includes assembly areas, worktables, aerial lifts, tools and other items used by multiple people
 - b. Follow the manufacturer's directions for use for all cleaning supplies
 - c. Use rubber gloves, goggles and any other PPE required by the manufacturer of the cleaner to protect yourself and others

Substance Abuse

In accordance with the Drug Free Workplace Act of 1988, GRANT PUD must maintain a drug free workplace. Thus, the unlawful manufacture, possession, distribution, transfer, purchase, sale, use, or being under the influence of illegal drugs or alcohol while on GRANT PUD projects or property, or while operating a vehicle or equipment is prohibited.

I acknowledge that a Substance Abuse Policy and Enforcement Program is in effect on this job site and that, as a condition of employment, I must comply with the provisions of this Policy and shall abide by the rules and procedures specified for enforcement. Accordingly, I understand and agree to abide by the following statements:

1. No worker may be under the influence of any illegal drug or alcohol while in the workplace, while on duty, or while operating a vehicle or equipment.
2. No employee may possess or use illegal drugs while on GRANT PUD projects or property, while on duty, or while operating a vehicle or machine.

3. Employees may use physician prescribed medications, provided that the use of such medication does not adversely affect the job performance or the safety of the employee or any other individuals in the workplace.
GRANT PUD reserves the right to assess, under applicable state and federal law or third- party contractual or regulatory compliance obligations, whether such substance does not adversely impact the safety of the employee or others.
4. All workers are subject to the drug testing requirements contained within the Substance Abuse Policy and Enforcement Program and recognize that as a condition to my involvement on this project, I will be required to undergo and successfully pass drug testing in accordance with any applicable laws, as follows:
 - a. Before or at the time of my hiring or enrollment
 - b. on a random basis
 - c. for reasonable cause
 - d. after an injury or incident
5. While my cooperation is voluntary, I understand that my failure to cooperate fully with the drug testing procedures, my refusal to submit to an alcohol or drug test, a positive test result, or any violation of the Substance Abuse Policy and Enforcement Program shall be sufficient cause for my expulsion from this job site.

This document does not supersede other job site rules but is in addition to them. In the event of a conflict, the more restrictive rule must be complied with.