

14. Equipment operators shall be trained and authorized by their Supervisor prior to operating equipment or machinery. The operator shall be in full control of the equipment or machinery at all times.
15. Damaged tools and equipment that constitute a safety hazard must be either tagged out of service and repaired, or replaced. Shut-down and lock out equipment / machinery before performing maintenance.
16. Complete a walk-around inspection of a vehicle / equipment before moving it.
17. Adhere to the "first move forward policy", when operating vehicles / equipment.
18. Identify, store and handle hazardous materials in accordance with the Workplace Hazardous Materials Information System (WHMIS) regulations.
19. Ensure a safety check-in system is in place, prior to working alone.
20. MP3s, I-pods, radio head phones, etc. are not permitted on the work site.
21. Workers may only use personal cell phones for emergency purposes, and as deemed permissible by their direct supervisor. Supervisor company cell phones may only be used in safe areas (Away from motor vehicular traffic and equipment), and / or in vehicles equipped with "hands-free" and one-button calling technology, as per provincial driving laws.
22. Maintain good housekeeping in the workplace. Eliminate tripping hazards by not allowing materials to gather on floors, platforms, ramps, stairs or walkways.
23. Comply with the requirements of the Safety Program, WorkSafeBC and other applicable regulations.

Personal Protective Equipment

The following PPE must be worn:

- | | |
|-----------------------|--|
| 1. Steel-Toed Boots | Must be worn at all times on the job-site. Safety Boots must meet CSA standards, have penetration protection and have above the ankle support. |
| 2. Safety Vests | Must be worn at all times on the job-site. Vests must conform to WorkSafeBC Standards. |
| 3. Hard-Hats | Must be worn at all times on the job-site, and while operating equipment. |
| 4. Hearing Protection | Must be worn when exposed to noise levels over 85 dBs. (ie: Shouting instructions at 4') |
| 5. Eye Protection | Must be worn at all plants / shops and when required by the job being performed: Grinding, welding, drilling, saw-cutting, jack-hammering, pressure washing...etc. |
| 6. Gloves | Must be worn when handling material likely to cut, puncture, burn, or irritate hands. |
| 7. Life Jackets | Must be worn when working on barges without walls, within 10' of an open dock, or in conditions that present the risk of drowning. |
| 8. Respirators | Must be worn when exposed to workplace atmospheric conditions that could result in injury or occupational disease: Saw-cutting/grinding concrete/asphalt, painting, or handling chemicals. |
| 9. Fall Protection | Must be worn when working at heights of 10' or greater, or where a fall from a lesser height could result in serious injury. |
| 10. Clothing | Must wear clothing appropriate for work. Long pants and short sleeve shirts must be worn at all times. Loose apparel and |

jewelry must be secured or removed, and long hair must be tied back.

General Rules

The following list of actions is prohibited and could result in disciplinary action.

1. Unauthorized absenteeism, excessive absenteeism, tardiness or quitting early.
2. Insubordination.
3. Refusing to accept work assignments. (Unless unsafe)
4. Fighting, creating a disturbance or horseplay.
5. Verbally threatening bodily harm or physically assaulting an individual.
6. Sexual harassment.
7. Possession of firearms, weapons, ammunition, or explosives on the work-site.
8. Reporting to work under the influence of narcotics, intoxicants or illegal medications or using them on-site.
9. Smoking in prohibited areas (offices, plant offices, lunch-rooms, shops, vehicles, flammable areas).
10. Damaging or removing without permission any property belonging to the Owner, the company, other contractors, or other employees.

Failure to comply with these rules will result in disciplinary action up to and including termination.

Questions to Generate Discussion

- Why should safety rules be periodically reviewed?
- Can you give an example of a rule that could be improved?
- Whose responsibility is it: to know, to adhere to, to inspect, to enforce and to participate in the review of safety rules?