Site-Specific Safety Plan

Anchorage Museum Expansion

#15-423

Davis Constructors & Engineers, Inc.

November 2015

Safety Policy and Procedures

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Safety Policy and Procedures

1.0 Introduction

1.1 General Information

A Site-Specific Safety Plan is a requirement of the OSHA Standard for Construction 29 CFR 1926. This plan is designed to identify, evaluate, and control health and safety hazards for the purpose of protecting employees. The plan provides for emergency response activities at the jobsite as well as covering site hazard analysis, training requirements, engineering controls, materials handling, and safe construction operations.

This Site-Specific Plan is intended to provide guidance and information in dealing with the hazards that may be faced on the job by Davis Constructors & Engineers Inc. (Davis) employees. This plan is a site specific document. Technical, Contract and/or Operational Managers are responsible for ensuring all aspects of employee safety are addressed in this plan. Health and safety personnel are available to assist management with the contents of the plan. The health and safety personnel help ensure the plan complies with all applicable federal, state, and corporate regulations and policy. The Health and Safety Department has final authority for this plan's contents and provisions.

1.2 Policy

Davis has a strong commitment to providing a safe and productive workplace. To this end Davis seeks to establish policies promoting high standards of employee health and safety while delivering to our customer the highest quality product. In keeping with this commitment Davis intends to maintain a positive Safety Program and a Substance-Abuse Program. Our employees conduct themselves and work in a safe manner with good construction practices.

Effective safety demands cooperation on everyone's part. It's important communication is kept open at all times. For this reason, Davis management practices an open-door policy. Employees who notice hazards or other safety problems or feel they need additional training must notify their supervisor. Supervisors and management address these concerns and take corrective action when warranted.

Responsibility for achieving our safety goals belongs to the site superintendent, supervisors, foreman, employees, and the safety office with the support of Davis management. Everyone is obligated to know the safety requirements and standards for their areas or job and abide by them. Supervisors must instill a positive attitude and awareness of the "safety culture" in their workers through personal adherence, training, personal contact, and regularly scheduled safety meetings. It's the duty of all employees to perform their work with maximum regard for their safety and co-workers' safety.

Our safety policies are an integral part of the Davis personnel policies. This means compliance with the policies is a condition of employment and must be taken seriously. Failure to comply with the Safety Program and Policy is grounds for disciplinary action up to and including termination.

1.3 Purpose

The purpose of this Site-Specific Safety Plan is to illustrate safety issues specific to the Anchorage Museum Expansion jobsite. This site safety plan is consistent with the Safety Program and Policies located in the Davis Corporate Safety Plan.

This plan is intended to maintain a safe work environment and effectively reduce the number of accidents resulting in personal injury, property damage, and damage to Davis equipment.

This policy applies to all Davis employees. By contract, all subcontractors are required to comply with this policy in addition to their own safety program and policy.

This policy complies with applicable local, state, and federal laws concerning safety including 29 CFR 1926 and 29 CFR 1910. In the event a discrepancy exists between this policy and any applicable law, the provisions of that law govern.

This policy is made available in the following ways:

- A copy of this revised policy is made available to each newly hired employee in his/her new hire packet.
- A copy of this revised policy is available in the job site office.

- A copy of this revised policy is available upon request to the supervisor.

2.0 Scope of Project

2.1 Scope of the Work

The scope of work for the project consists of an expansion addition to the existing structure, 2 stories and approximately 30,150 square feet. Phases of work will include demolition of existing structures, export of demolition debris, export and import of fill for foundation, slab on grade footings and pile caps, installation of structural steel, metal studs, roof system, metal panels, second floor concrete, sheetrock, electrical and mechanical, and interior finishes.

2.2 Site Location

Project/Site Name: Anchorage Museum Expansion

Project Street/Location: 625 C Street

City: Anchorage State: Alaska Zip Code: 99501

Borough or Subdivision: Municipality of Anchorage

2.3 Site Access/Traffic

Construction entrance is located off 6th Ave. Project lay down yard will be off site as materials will be brought on site as needed.

2.4 Temporary Facilities

Temporary facilities on site will include a job office and tool trailers.

2.5 Utilities and Power

Power will be supplied from the existing electrical to a temporary panel. All other utilities will not be connected or used until the final stages of the project.

3.0 Health and Safety Responsibilities

The effectiveness and success of the safety program depends upon the active participation and cooperation of all employees. Duties and responsibilities of all employees under this policy are the following:

3.1 Safety Coordinator

- Coordinate health and safety training for management and supervisors.
- Coordinate monthly supervisor safety meetings.
- Coordinate jobsite safety audits.
- Maintain and revise the Safety Policy, Corporate Safety Manual, and Site-Specific Safety Plans as needed.
- Maintain the jobsite postings and notices required by law.
- Ensure the proper filing of paperwork relating to accidents.
- Participate in post-accident investigations.
- Maintain all records and reports related to this policy.
- Implement Davis Safety Program and Policy.

3.2 Project Manager/Project Engineer

- Prepare the Site-Specific Safety Plan.
- Direct and coordinate health and safety regulations related to his/her area of responsibility.
- Participate in post-accident investigations.
- Assist in formulating policy matters.
- Implement Davis Safety Program and Policy.

3.3 Superintendent/Site Safety Representative

- Be familiar with the health and safety regulations related to area or responsibility.
- Direct and coordinate health and safety activities within area of responsibility.
- Ensure arrangements for prompt medical attention in case of serious injury. These arrangements include, at

the very least: transportation, communication, and emergency telephone numbers.

- Ensure all supervised employees use required personal protective equipment (PPE) and safety devices.
- Ensure safety equipment is available, maintained, used, and stored correctly.
- Instruct and train all employees within area of responsibility in job health and safety requirements.
- Direct correction of unsafe conditions.
- Conduct weekly safety meetings.
- In the case of an accident complete the Report of Occupational Injury or Illness.
- Participate in post-accident investigation.
- Review all accidents/incidents with foremen and employees involved. Ensure corrective action is taken immediately to eliminate the cause of the accident.
- Ensure foremen are aware of and comply with requirements for safe practices.
- Require all subcontractors to comply with health and safety regulations as well as Davis Safety Program and Policy.
- Maintain copies of applicable programs and OSHA forms on site, in accordance with Davis practices and policies.
- Implement Davis Safety Program and Policy.

3.4 Foreman/Front Line Supervisor

- Be familiar with, explain, and enforce health and safety regulations applying to Davis operations within areas of responsibility.
- Direct and coordinate health and safety activities within area or responsibility.

- Ensure safety devices and proper PPE are used by employees under supervision.

- Instruct and train all employees within area of responsibility in job health and safety requirements, including (but, not limited to) hazard recognition and avoidance. Also, foreman/front line supervisors must require compliance by employees with the established safety rules.

- Direct the correction of unsafe conditions.

- Ensure safety equipment is available, maintained, used, and stored correctly.

- Ensure injuries are treated promptly and reported properly.

- Participate in post-accident investigations.

- Coordinate daily jobsite inspection.

- Implement Davis Safety Program and Policy.

3.5 All Employees

- Be familiar with and comply with proper health and safety practices.

- Use the required safety devices and proper PPE.

- Notify the supervisor immediately of unsafe conditions/-acts, accidents, and injuries.

- Implement the Davis Safety Program and Policy.

3.6 Subcontractors

By contract subcontractors comply with and ensure the compliance of their employees with the provisions of this policy as well as their own safety program. Failure to fulfill this requirement is a failure to meet the conditions of the subcontract.

3.7 Key Personnel

Key employees for this jobsite.

Project Manager:	Nicole Mitchell
Superintendent:	Dean Cagle
Foreman/Site Safety:	TBD
Safety Coordinator:	Kirk Waggoner

4.0 General Safety Procedures

4.1 Personal Protective Equipment (PPE)

Davis provides Personal Protective Equipment (PPE) to all employees. Hard hats, safety glasses, and safety work boots are required to be worn at all times when on the jobsite. Reflective vests are required when working outside around equipment or traffic. Exceptions may be made to this PPE requirement only under an approved Davis work plan. Employees learn where to get PPE during their new-hire orientation and are responsible for wearing and maintaining the required PPE. Additional PPE may be required depending on the task and if there's a potential for exposure to hazardous conditions. PPE requirements are reviewed by the foreman. Employees are expected to use reasonable judgment regarding whether additional PPE (beyond the required) are necessary for certain tasks. If employees are unsure of the type of PPE required for a specific task or job, they should ask the supervisor.

4.2 Equipment Use and Operation

Equipment is used only for its intended use and as recommended by the manufacturer. Using equipment for purposes other than what it's designed for is prohibited.

Employees are prohibited from operating a vehicle in a reckless manner or at a speed greater than is reasonable and proper, with due regard for weather, traffic, character of roadway, load, type of vehicle, and any other conditions which may affect the safe operation of the vehicle. The vehicle must be kept under control at all times and special care is exercised when transporting personnel. Employees using Davis vehicles must sign and abide by Davis Vehicle Policy.

Employees may only ride equipment if there are seats or equal protection available for each person. Seatbelts are worn at all

times while operating equipment with seats. No cell phone or ear bud use while operating equipment.

Forklift policy and procedure are located in section L of this SSP binder.

4.3 Repairs

Employees are prohibited from making repairs, alterations, or attachments to equipment in the field except by the permission of the superintendent, foreman, or equipment mechanic. Only qualified personnel will perform repairs on equipment. Such repairs, alterations, or attachments are documented on the appropriate shop forms.

Employees are prohibited from removing a guard, safety device, or appliance from equipment or machinery except to make repairs as described in 4.1 first paragraph. While making repairs, employees use appropriate lockout/tagout procedures. When repairs are complete the guard, safety device, or appliance is replaced immediately.

4.4 Conduct

The following conduct is prohibited and may result in discipline up to and including termination:

- Horseplay and scuffling on the job.
- Making a false report or misrepresentation.
- Fighting.
- Violating the prohibitions of the Drug and Alcohol Policy (distributed to each employee in their new-hire packet).
- Dishonesty and theft of Davis property.
- Deliberate misuse of Davis equipment.
- Unnecessary risk taking.
- Violating or disobeying any instruction given by a supervisor.

4.5 Other Policy Violations

Employees committing policy violations other than those addressed in Section 4.0 may be subject to discipline up to and including immediate termination of employment.

4.6 Consequences for Policy Violations

The following consequences apply to all employees found to have violated this policy. Any foreman, supervisor, or official of

management, as soon as becoming aware of any such failure, ensures the following action is taken:

Stage 1
A formal verbal warning may be given to the employee by the immediate supervisor, along with a warning that this is the first stage in the disciplinary procedure and any repetition within one month will lead to the second stage in the procedure.

Stage 2
If the offense(s) addressed in Stage1 is repeated and/or continued or a more serious offense committed, the employee may be given a formal written warning, setting out the details of the offense(s) and stating if the offense(s) is (are) repeated within one month the third stage in this procedure will be invoked. In addition to the written warning the employee is suspended—without pay—for a period of one day. Upon returning to work the employee must undergo additional formal training in the area of the offense(s) before being permitted to work. This is to prevent injury to the employee or co-worker.

Stage 3
If an offense written up under Stage 2 is repeated within three months, the employee may be terminated. An employee so terminated is ineligible for rehire for 24 months.

Depending on circumstances, Davis reserves the right to bypass, duplicate, or alter any stage of the recommended disciplinary procedures described above.

5.0 General Jobsite Procedures

5.1 New-Hire Orientation

New-hire orientation may consist of, but is not limited to, the following:

A. Have the employee read the new-hire packet which includes this policy and the Drug and Alcohol Policy. Answer any questions the new hire may have about these policies and request a signature on the Statement of Understanding.
B. Return all forms to the Davis office as indicated on the first page of the new-hire packet.
C. Orient the employee to the jobsite indicating the location of the Safety Center, SDS book, emergency facilities, portable fire

extinguishers, first-aid station, emergency phone numbers, public notices, EEO, and any jobsite specific information.

D. Explain the injury and accident policy.
E. Review the written hazard communication program. Discuss hazards, container labeling, and the use of protective equipment.
F. Explain the emergency response plan for catastrophic events such as fire, explosion, etc.
G. Issue PPE as required for the job.

5.2 Training

Training and education are necessary for the success of this policy. Employees are trained to recognize jobsite hazards and the procedures to follow to minimize these hazards. Training may consist of (but is not limited to) the following:

- Weekly jobsite safety meetings.
- Orientation training for new hires.
- Individual job/task training, including the applicable regulations/standards for the specific job/task.

Supervisors and management receive ongoing safety training throughout the year as organized by the Safety Coordinator and as deemed necessary by Davis owners. Such training includes OSHA 10 and 30 Hour Construction Training and the maintenance of first-aid and CPR cards.

Training and competent person documents are located in section I of this SSSP binder.

5.3 Safety Meetings

Weekly safety meetings are held on the jobsite. All employees and subcontractors are required to attend. The meetings may cover a range of safety-related topics. The format and content of the meeting is up to the discretion of the superintendent.

Monthly safety meetings are held for all foremen, superintendents, project managers, project engineers, Davis owners, and other management personnel. These meetings are for the purpose of discussing companywide safety issues and providing continued safety training and education.

Safety meeting documents are located in section I of this SSSP binder.

5.4 Safety Inspections

The superintendent and foreman conduct an initial safety inspection at the beginning of each project, following the "Safety Inspection Guide" included in the site-specific safety plan.

In addition, a daily safety inspection of the jobsite is conducted by Davis employees, employees of a subcontractor, or some combination thereof. The inspection is rotated between all workers on the jobsite. Inspection sheets covering different aspects of safety were developed for each day of the week. The sheets are intended as a guide. Any safety concern found during the inspection is reported. If a worker is unclear about any item on the inspection sheet, a Davis foreman or safety officer helps. If the area being inspected requires a *competent person*[1], the employee conducts the inspection with the competent person. Also, if time allows, the foreman for the worker conducting the inspection is encouraged to walk through it with them.

Safety inspection documents are located in section H of this SSP binder.

5.5 Hazard Communication

Davis developed a written hazard communication plan. It's explained to each employee during the new-hire orientation.

This plan is located in the site-specific safety plan appendices and is available upon request to the superintendent. The purpose of the hazard communication plan is to provide employees information on the chemical and physical hazards that may be present at the jobsite. Safety Data Sheets for all chemicals will be kept on site at the job office trailer.

The Hazard Communication Plan is detailed in section G of this SSSP binder.

[1] Areas requiring a competent person are hearing protection, rigging, hot work on preservative coatings, scaffolds, fall protection, cranes, hoists, excavations, concrete work requiring lift-slab operations, steel erection, underground construction, demolition, blasting, stairways and ladders, accident prevention responsibility, ionizing radiation, welding and cutting, tunnels and shafts, cassions, cofferdams, compressed air, bolting, riveting, fitting up and planking, lead, mechanical demolition, respiratory protection, slings, electrical, and asbestos.

5.6 Job Hazard Analysis

A job hazard analysis may be developed covering the major activities of construction, the hazards associated with these activities, and ways to mitigate these hazards.

The job hazard analysis procedures and forms are detailed in section F of this SSSP binder.

5.7 Housekeeping

Housekeeping is one of the most important factors for a safe jobsite. Form material should be scraped and all protruding nails pounded down. All other debris is cleared from work areas, passage ways, and stairs. Excess materials are stacked neatly out of the way. Tools should be stored in the tool van so they're available for all employees to use.

Combustible scrap and debris are removed at regular intervals during the course of construction. Containers with covers are provided for the collection and separation of waste, trash, oily and used rags, and other such refuse, which is removed safely and on a regular basis.

Foreign object and debris (FOD) is a significant concern in nearby occupied space and construction areas. It's extremely important to keep all trash and debris contained at this site. Housekeeping will be strictly enforced.

5.8 Fall Protection

Davis provides fall protection when employees are exposed to fall hazards beyond those permitted by federal and/or state regulations. A fall-protection work plan is prepared for all fall hazards associated with the work. Fall-protection work plan templates can be found in section J of this binder. Fall protection may consist of, but is not limited to, the following:

- A stairway or ladder is provided at any point of access where there's a break in elevation of 19 inches or more.
- Guardrails are installed for all leading edge work. For loading bay locations fall-arrest system or fall-restraint systems are used.
- All stairways of four or more risers or greater than 30 inches high are guarded by a handrail or stair rails.
- A hole cover or safety guardrail is immediately installed for all floor holes or openings (greater than two inches in

its least dimension).
- Safety harnesses with approved lanyards and tie-off points are used for all other fall protection unless an appropriate procedure or device was approved in advance by a competent person.
- Stilts may be used on jobsites but work area floors must be clean/clear of all debris, materials, and equipment.

The fall-protection plan is detailed in section J of this SSSP binder.

5.9 Electrical Safety

Electrical safety may consist of, but is not limited to, the following:

- Live electrical parts are guarded against accidental contact by cabinets, enclosure, location, or guarding.
- All receptacles not part of the permanent wiring of the building are equipped with GFCI receptacles at the temporary service drop.
- Extension cords are kept in safe, working condition.
- All lamps for general illumination have the bulbs protected against breakage. All light sockets are filled with a working bulb.
- Employees will not work in such close (able to contact) proximity to any part of an electric power circuit unless the circuit is de-energized, grounded, or guarded by insulation.
- De-energized equipment or circuits are locked out and tagged out. The tags identify the equipment or circuits being worked on.
- When transferring flammable liquids from one storage container to another proper grounding and bonding shall be utilized. All generators used for temporary power shall be grounded according to manufacturers specifications.
- Equipment shall not be operated closer than 10 feet from power lines less than 50kV. Safe distance will increase near higher voltage power lines, (over 50kV).

Electrical Safety is detailed in section U of this SSSP binder.

5.10 Tools

Davis provides tools for employees to use. These tools meet applicable OSHA standards for safety. Only trained employees are allowed to use such tools. The safe use of tools may consist

of, but is not limited to the following:

- Unsafe or defective tools are removed from service and tagged out.
- Power tools are turned off and motion stopped before setting down.
- Tools are disconnected from the power source before changing drills, blades, or bits and before any repair or adjustment is made. Running tools are not left unattended.
- Power saws, table saws, and radial arm saws have operational blade guards installed and used.
- Portable abrasive grinders have guards installed covering the upper and back portions of the abrasive wheel.

Power tools, hand tools, and machine guarding are detailed in section T of this SSSP binder.

5.11 Scaffolds

Scaffolds are erected, moved, dismantled, or altered under the supervision of a competent person for scaffolding. Scaffold use consists of, but is not limited to, the following procedures:

- Standard guardrails are installed on all open sides and ends of scaffold platforms and/or work levels more than ten feet above the ground, floor, or lower level.
- Scaffolds four to ten feet in height with a minimum horizontal dimension in any direction less than 45 inches have standard railings installed on all open sides/ends.
- Platforms at all working levels are fully planked. Planking is laid tight with no more than one inch space between them, overlap at least 12 inches, and extends over end supports 6-12 inches unless cleats are used.
- The front edge of all platforms is no more than 14 inches from the face of the work, except plastering/lathing may be 18 inches.
- Mobile scaffolds are erected no more than a maximum height of four times their minimum base dimension.
- Scaffold casters/wheels are locked whenever platform is occupied.
- Scaffolds are not overloaded beyond their design loadings.
- Scaffold components are not used as tie-off/anchor points for fall-protection devices.
- Portable ladders, hook-on ladders, attachable ladders, integral prefabricated scaffold frames, walkways, or direct access from another scaffold or structure are used for

access when platforms are more than two feet above or below a point of access.

- Cross braces are not used as a means of access to scaffolds.
- Scaffolds are not erected, used, dismantled, altered, or moved such that they or any conductive material handled on them might come close to exposed and energized power lines than the following:
  - Three feet from insulated lines of less than 300 volts;
  - Ten feet plus for any other insulated or uninsulated lines.

Scaffold Safety is detailed in section X of this SSSP binder.

5.12 Excavation and Trenches

Excavation and trenching are done in the presence of a competent person and in compliance with, but not limited to, the following procedures:

- Any excavation or trench five feet or more in depth is provided cave-in protection through shoring, sloping, benching, or the use of hydraulic shoring, trench shields, or trench boxes. Trenches less than five feet in depth and showing potential of cave-in are also provided cave-in protection. Specific requirements of each system are dependent upon the soil classification as determined by a competent person.
- A competent person inspects each excavation/trench daily prior to the start of work, after every rainstorm or other hazard increasing occurrence, and as needed throughout the shift.
- An exit is provided in trenches four feet or more. The exit(s) is/are within 25 feet of any employee in the trench.
- Spoil piles and other equipment are kept at least two feet from the edge of the trench or excavation.

The Excavation Plan is detailed in section M of this SSSP binder.

5.13 Ladders

Ladders are inspected during the weekly inspections to identify any unsafe conditions. Any ladders found to be unsafe are taken out of service. Extension ladders extend three feet above the work surface and are 100 percent tied off. Step ladders are only

used in the open position. Ladders are stored lying down. No standing on the top step or first rung below the top of a step ladder.

Ladder Safety is detailed in section W of this SSSP binder.

5.14 Illumination

Construction areas, aisles, stairs, ramps, runways, corridors, offices, shops, and storage areas where work is in progress are lighted with either natural or artificial illumination. Lighting shall be in accordance with 29CFR Subpart D1926.56.

5.15 Motor Vehicles and Mechanized Equipment

Vehicles and equipment are only operated by qualified persons (training or experience). The Safety Department maintains equipment training logs. Employees operating Davis-owned vehicles must sign and abide by Davis Vehicle Policy.

All equipment operators are responsible for checking, on a daily basis, all fluid levels, drive components, and hydraulics. In addition, operators visually inspect the engine and look for structural breaks and cracks on the machine. Any and all deficiencies must be reported to a supervisor immediately. When equipment is stopped or parked, parking brakes are set and other safety precautions are taken as required for the type of equipment such as placing the forks flat on the ground. Keys shall be removed from equipment at the end of each shift.

5.16 Severe Weather

Outside construction operations including, but not limited to, steel erection, site work, and concrete work are suspended if severe wind or rain conditions present safety hazards at the worksite. Ice and snow hazards are evaluated and appropriate measures taken to abate potential hazards.

5.17 Accidents

All accidents and near misses must be reported immediately to the foreman or superintendent. An accident report is then filled out by the employee and the supervisor. Filling out an accident report does not require the delay of medical attention. Any injury is treated first. Employees file such reports without fear of reprisal by management.

The accident or incident may be discussed at weekly safety

meetings or in the Safety Alert to talk about how to avoid that sort of accident in the future.

Accident Prevention and Investigation Procedures and documents are located in section E of this SSSP binder.

5.18 First Aid

First-aid kits are available in the project office, at the safety center and other locations as indicated during orientation. In addition, foremen and superintendents maintain current first-aid and CPR cards.

CPR/First-Aid cards are located in section I of this SSSP binder.

5.19 Fire Protection

Davis maintains one or more fire extinguishers (rated not less than 2A) every 3000 square feet of building area, or every 100 feet. In multi-story buildings one or more fire extinguishers rated not less that 2A are provided on each floor and adjacent to the stairway(s). All hot work activities shall have a fire extinguisher at the task location. All trucks and equipment are fitted with portable fire extinguishers. Employees are instructed on the location and usage of these fire extinguishers. Emergency telephone numbers for fire protection and emergency medical services are posted on the field office bulletin board.

The Fire Prevention Plan is located in section C of this SSSP binder.

5.20 Emergency Action Plan

Each jobsite develops an emergency action plan that's reviewed with each employee during orientation. The emergency action plan covers emergency escape procedures, procedures followed by employees remaining to operate critical operations before they evacuate, procedures to account for all employees, rescue and medical duties, and how to report emergencies.

The Emergency Action Plan is located in section C of this SSSP binder.

5.21 Environmental Protection Plan

This Site Safety Plan contains an Environmental Protection Plan for the control, prevention, management, containment, cleanup, and disposal of petroleum products or other hazardous substances which may be generated on each project.

The Project Superintendent, Project Safety Manager or SWPPP Control Lead directs measure to control and prevent accidental discharge of petroleum products or other hazardous substances during storage and transfer on all jobsites. Any onsite storage is in approved containers. Absorbent pads and other recovery equipment shall available to contain and recover any fuel accidentally spilled. Any spills and contaminated soils are cleaned and disposed of in accordance with applicable requirements of the State of Alaska Department of Environmental Conservation and the US Environmental Protection Agency.

The Environmental Protection Plan is located in section D of this SSSP binder.

5.22 Traffic and Pedestrian Control

A traffic control plan will be developed and put in place prior to beginning work on the project for the protection of workers and the general public.

Barricades and signage must place around job site areas to re-route vehicle traffic and keep pedestrians out of the jobsite. Project Managers and Superintendents will evaluate the site before work starts to plan site control. Fencing, signage, and barricades shall be erected and secured as to keep pedestrians out.

Any time while performing work near or on a road way and a worker has a sense of traffic patterns not being controlled properly or speeds to extreme for conditions, the worker should remove them self from the area and notify Supervisor. Job Superintendents shall stress and discuss at Job Safety Meetings for all workers to be aware of traffic hazards and pedestrians.

5.23 Steel Erection and Crane Operation

All steel erection work shall be performed in accordance with CFR 1926 Subpart R. All crane activities shall follow requirements of CFR 1926 Subpart CC.

Steel erection and crane operation will be performed by a qualified subcontractor selected by Project Management. As the Controlling Contractor, Davis Constructors will provide the following notifications to the Steel Erection Subcontractor:

- The concrete in the footings, piers and walls and the mortar in the masonry piers and walls has attained, on the basis of an appropriate ASTM standard test method of field-cured samples, either 75 percent of the intended minimum compressive design strength or sufficient strength to support the loads imposed during steel erection.
- Any repairs, replacements and modifications to the anchor bolts were conducted in accordance with CFR 1926.755(b).
- Adequate access roads into and through the site for the safe delivery and movement of derricks, cranes, trucks, other necessary equipment, and the material to be erected and means and methods for pedestrian and vehicular control. Exception: this requirement does not apply to roads outside of the construction site.
- A firm, properly graded, drained area, readily accessible to the work with adequate space for the safe storage of materials and the safe operation of the erector's equipment.

Pre-planning of overhead hoisting operations. All hoisting operations in steel erection shall be pre-planned to ensure that the requirements of CFR 1926.753(d) are met.

Site-specific erection plan. Where employers elect, due to conditions specific to the site, to develop alternate means and methods that provide employee protection in accordance with CFR 1926.753(c)(5), 1926.757(a)(4) or 1926.757(e)(4), a site-specific erection plan shall be developed by a qualified person and be available at the work site.

5.24 Concrete Work

The project involves extensive concrete removal and placement. There are many hazard associated with this work including but not limited to; Slips Trips, Falls, Strains and Sprains, Eye Injuries, Chemical Burns, and Cilica Exposure. Risk assessment shall be performed for all concrete work to minimize the associated hazards.

6.0 Safety Program and Policy Limitations

The provisions in this policy reflect decisions made by management and are not required to be approved by employees. It's impossible to anticipate every circumstance or question about policy and include them all in this safety program and policy. Also, as time goes by, the need for revisions will arise and Davis reserves the right to revise, supplement, or rescind any portion of this policy at its discretion at any time with or without notice.

This revised policy replaces all prior Davis safety procedures and policies. To avoid confusion, please discard superseded copies.

Davis Constructors & Engineers, Inc.

Site-Specific Safety Plan

Anchorage Museum Expansion

#15-423

A. Policy and Procedures

B. Jobsite Map & Emergency Phone Numbers

C. Emergency Action, Evacuation, and Fire Plan

D. Environmental Protection Plan & Control of Hazardous Materials

E. Accident Prevention and Reporting Procedures

F. Job Hazard Analysis

G. Hazard Communication Plan

H. Jobsite and Equipment Inspections

I. Training & Safety Meeting Documents

J. Fall Prevention and Protection

K. Elevated Surface Work Emergency Action and Rescue Plan

L. Forklift Procedures and Training

M. Trenching and Excavation Procedures

N. Lockout/Tagout Policy

O. Confined Space Procedures

P. Respiratory Protection Plan

Q. Subcontractor Health and Safety Procedures

R. Aerial Lift and Scissor Lift Procedures

S. Personal Protective Equipment

T. Power Tools, Hand Tools and Machine Guarding

U. Electrical Safety

V. Welding and Cutting

W. Ladders and Stairs

X. Scaffolding Procedures

Job Site Map

Anchorage Museum Expansion
EMERGENCY PHONE NUMBERS

911	**Emergency**
Address:	**625 C Street**
267-4950	ANCHORAGE FIRE DEPARTMENT
786-8500	ANCHORAGE POLICE DEPARTMENT
800 222-1222	STATE OF ALASKA POISON CONTROL
800 424-8802	SPILL RESPONSE (NRC)
800 478-9300	ADEC
269-7500	HAZARD MATERIALS EMERGENCY RESPONSE TEAM
TBD	DAVIS JOBSITE OFFICE
440-8296	DAVIS SUPERINTENDENT (CELL) - Dean Cagle
952-3816	SAFETY CORDINATOR (CELL) - Kirk Waggoner
441-2820	DAVIS PROJECT MANAGER (CELL) - Nicole Mitchell
562-2336	DAVIS ANCHORAGE OFFICE
264-8363	AT&T / ALASCOM TROUBLE LINE
564-1611	ACS REPAIR
946-0140	GCI EMERGENCY
279-7671	ML&P POWER OUTAGE
563-3728	ENSTAR EMERGENCY
564-2762	AWWU EMERGENCY
269-5511	ANCHORAGE EMERGENCY OPS CENTER

Emergency Action, Evacuation, and Fire Prevention

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Emergency Action, Evacuation, and Fire Prevention

1.0 Purpose

The purpose of this Emergency Action Plan (EAP) is to ensure employee safety from fire and other emergencies. This written document is prepared to demonstrate compliance with 29 CFR 1910.38. It provides a written document detailing the actions and procedures to be followed in case of an emergency.

At the time of an emergency, employees should know what type of evacuation is necessary and their responsibilities in carrying out the plan. In some cases the emergency is grave requiring total and immediate evacuation of all employees in necessary. In other emergencies a partial evacuation of non-essential employees with a delayed evacuation of others may be necessary. In some cases, only employees in the immediate area of a fire may be expected to evacuate or move to a safe area such as when a local application of a fire suppression system discharge sounds the employee alarm. Employees must ensure they know what's expected of them in all such emergency possibilities which were planned in order to provide assurance of their safety from fire or other emergencies. This plan contains the information required for employee knowledge.

2.0 Types of Emergency Evacuations

At this location the following types of potential emergencies exist:

1. Evacuation of seriously injured personnel.
2. Fire or explosion.
3. Earthquake
4. Building collapse.
5. Encountering combustible or toxic gases.
6. Other emergencies.

3.0 Employee Training

All employees are trained in safe evacuation procedures and refresher training is conducted whenever the employee's responsibilities or designated actions under the plan change and whenever the plan itself is changed. In addition, the employer must review with each employee (upon initial assignment) the parts of the plan the employee must know to protect the employee in the event of an emergency. Every individual is responsible for immediately correcting and/or

reporting any hazard or unusual condition that might lead to the development of a fire or emergency situation. All individuals are responsible for knowing:

1. In an emergency **call 911.**
2. Location of emergency phones and fire alarm
3. Location of emergency equipment.
4. Location of safe-briefing area for evacuation.

The training may include the use of floor plans and workplace maps which clearly show the emergency escape routes included in the Emergency Action Plan.

4.0 Floor Plans and Maps

Floor plans and workplace maps were developed for this location to show the emergency escape routes. Color coding aids employees to determine their escape route assignments. These floor plans and maps are available and posted at all times in the key areas of the jobsite to provide guidance in an emergency. A copy of the floor plans and map are located in Appendix 1. **Note:** Floor plans and maps may not be available at the beginning of this project.

5.0 Response to Accidents Involving Injuries

5.1 Use of the acronym: SAVE.

The following steps should be followed to respond to injuries resulting from accidents:

Situation: Quickly assess the situation to determine if any hazards exist, the extent of the injury, and to decide the best mode of response.

Activate:

1. If the injured person has serious injuries or is not responding, immediately **call** or **direct** a person to call **911**. The caller needs to stay on the line and give responder pertinent information e.g. location and street address, nature of injury, conditions, number of persons involved. Jobsite identification hardhat stickers with job address and phone numbers are given to all new employees.
2. Notify site superintendent/management to start emergency action plan. Radio call is: **code RED.**

Site management:

- Management sends personnel to direct emergency responders to the accident scene: one person at the street and one at building entrance.
- Moves excess equipment out of the way.
- Secures the scene for an accident.

Verify:

1. Verify the extent of injury.
2. Stabilize and prevent movement (if necessary).
3. Render first aid using proper PPE e.g. protective gloves, CPR, mouth shield.
4. Treat for shock (keep injured worker warm).
5. Stay with the injured worker until emergency services arrive.
6. Assist emergency personnel upon arrival.

Evaluate:

Investigate the accident. (See Accident Reporting in site safety manual.)

Note: Davis Safety Policy requires a post-accident/incident investigation be performed for all injuries beyond first aid.

Drug testing is required when the injury:

1. Involved circumstances leading to a reasonable suspicion of the employee's drug use.
2. Results in or causes the release of hazardous waste or materials, or
3. Involves an on-the-job injury or potentially serious accident, injury, or incident in which safety precautions were violated, equipment or property was damaged, or unusually careless acts were performed. Such testing is required of any employee directly involved in such an incident and whose action or inaction may have been a causative factor.

   Supervisors must consult with corporate safety/risk management for guidance on drug screening.

6.0 Emergency Escape Procedures and Assignments

The following are the evacuation procedures for a fire, earthquake, building collapse, and/or any other emergency:

1. **Stay calm!** Your example can influence others and thereby aid the emergency response.

2. Employees proceed to the nearest available and safe exist and leave the building as quickly as possible in the event of a fire or other emergency requiring evacuation to achieve safety.

3. As a matter of general practice, corridors (if applicable) are the primary means for evacuation from a building.

4. Personnel operating moving machinery e.g. trucks, forklifts, etc. are to depress the closest emergency stop button (if applicable) or park the vehicle to the side immediately.

5. Personnel are to gather at a "refuge zone." The refuge zones provide sufficient space to accommodate the employees. During evacuation procedures employees move away from the exit discharge doors of the building and avoid congregating close to the building(s) and/or main entrance area where they may hamper emergency operations.

6. The safe-briefing areas are equipped with first-aid equipment to treat any injured employees.

7. No one is allowed onto the jobsite during this time without consent from Davis supervisory personnel.

8. Once assembled no one is permitted to leave the safe-briefing site without consent from Davis supervisory personnel.

9. After the determination is made that re-entry is safe by the fire department or the evacuation coordinator employees may re-enter the building or jobsite.

The refuge/safety zones are as follows

Location	Designated Refuge/Safety Zone
TBD	

7.0 Critical Site Procedures

Only in the event of an incipient fire will employees address the fire and care for critical site operations. If the fire exceeds the incipient fire stage, the employee is to evacuate the area immediately.

The procedures to be taken to care for essential jobsite operations until a total evacuation becomes absolutely necessary include:

- Monitoring the jobsite power and water supplies, and,

- Vehicle/utility operations which must be shut down in stages or steps to ensure the safe shut down procedures are completed including the following:

  Indicate procedures which must be shut down in stages/steps e.g. pick-up or delivery in process, filling of containers, etc:
  1. Equipment operations
  2. Material movement
  3. Subcontractor utility
  4. Fueling

8.0 Evacuation Procedures

The superintendent anticipates the effect of a major emergency or disaster for each specific jobsite and plans a course of action minimizing personal injury and property damage in the event of fire, industrial hazard, or natural disaster. If evacuation of the jobsite and/or building(s) is required, the following procedures are followed ensuring safe evacuation of all employees, contractors, and/or visitors.

1. The evacuation coordinator (default to superintendent or foreman) verifies an emergency situation truly exists. If so, the local fire department or emergency service is notified.

2. The evacuation coordinator utilizes the alarm system or a means of communication e.g. bull horn, public-address system,

radio, etc. to effectively communicate that evacuation of the building and/or jobsite is required.

3. The evacuation coordinator verifies the visitor/subcontractor log is removed from the building/jobsite.

4. The evacuation coordinator conducts a head count to verify all employees, subcontractors, and/or visitors are safety evacuated.

5. The evacuation coordinator communicates to the fire department either that all personnel are safely evacuated or who remains unaccounted for.

6. No one may return to the building or jobsite until the evacuation coordinator or fire department authorizes such action.

9.0 Rescue and Medical Duty Assignments

If rescue is required, the local fire department responding to the emergency is responsible for performing any rescue.

Designated personnel (trained in first aid and cardiopulmonary resuscitation, CPR) provide medical assistance within their capabilities. Trained personnel are:

List trained employee's names here:

Dean Cagle _____ _____

Donavan Case _____ _____

Professional emergency services responding to an emergency assist with and direct all rescue and medical duty assignment upon their arrival.

10.0 Fire and Emergency Reporting Procedures

In the event of a fire and/or any other type of emergency follow these reporting procedures: