

Safety Program

Our preliminary Integrated Safety Management program outlines the relationship of safety, quality and production associated with the project. We have included a proposed ISM, which will be finalized once the project team has been assembled. Input from all team members is essential to make this plan and project a success.



Accountability

All managers and employees will be responsible and accountable for the protection and safety of employees, the public and the environment along with quality construction techniques on the project.

As the safety goal for the project, we propose to have a zero accident jobsite along with award winning project components for the quality of workmanship on the project.

In accordance with Berglund Construction's current policies, all sub-tier contractors will be accountable for compliance with Environmental, Safety, and Health (ES&H) requirements through issuance of this program with their subcontract. This accountability will also include all required documentation to be submitted in a timely fashion. The process of discipline will include verbal and written warnings followed by removal from the project site. This will ensure that each and every tradesperson and/or manager works in strict compliance with the ES&H.

Daily and weekly "Safety Huddles" will be conducted and the sign-in sheets for that meeting will act as the documentation of the "training/discussion" which they had participated in. If an employee misses that "training" session, the next workday, that employee will be "trained" on that discussion. A member of the management staff will attend and conduct these meetings on a rotating basis.

Safety Program


Building Division
Restoration Division

HUDDLE CARD		
1. WORK ASSIGNMENT _____		
SUPERVISOR - "LEADER" _____		
DATE: _____ TIME _____ a.m./p.m. JOB # _____		
2. SAFETY ITEMS REVIEWED		

<input checked="" type="checkbox"/>	TOOLS/EQUIPMENT REQUIRED	TRAINING CURRENT
	Respirators	
	Fall Protection	
	Powder Actuated Tools	
	Aerial Lifts	
	Ladders	
	Scaffold	
* ALL EMPLOYEES MUST BE TRAINED		
3. IDENTIFIED HAZARDS		
	Burns Chemical/Thermal	Sprains/Strains
	Eye	Falling Material
	Overexertion	Utilities(Overhead/Underground)
	Elevated Load	Trips/Slips/Falls
	Falls Greater Than 6'	Fire
	Overhead Work	Abrasions/Cuts
	Electrical Shock	Cave In
	Pinch Points	Weather Hot/Cold
	Lead/Asbestos/Silica	Moving Machinery
✓ APPLICABLE HAZARDS IN EACH SECTION		

Pretask hazard analysis will take place at the start of any new work activity and any questions or comments from all workmen should be addresses at this time. This question/answer period shall not be the only open format for questions or concerns about safety or hazardous which exist on the jobsite. All levels of management will address issues and concerns immediately when these issues arise. During this investigation period, a stop work will be ordered at any hazardous environment or work activity until a safe solution is found. Every employee on the project site has the authority to stop work if hazardous or a risky condition exists. The project superintendent will review the condition prior to the release of the crew to resume work.

All management members will support safety and quality on the project and shall not harass or strike retribution against any member of the workforce to sacrifice these essentials.

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Roles and Associated Responsibilities

At the beginning of the project, roles will be clearly identified for the safety/ health and quality control requirements. All personnel from the project manager down to trade's people will all have responsibility for the quality and safety on the project site. These responsibilities will be commensurate with their responsibilities on the project site.

As mentioned above, every employee on site shall have "Stop work authority" if a hazardous condition or work activity exists. All stop work orders will be documented and analyzed and false calls/conditions will not be tolerated. If abuses of false stop work calls or management disregard hazardous conditions, this may result for removal of that individual from the project site.

Personnel

In order to have a successful project it is important that all personnel possess the experience, knowledge, skills and abilities necessary for their daily work activities. All management team members shall possess certification or training on project specific components under their jurisdiction and certification will be posted to ensure compliance with this ISM. Along with any required training, management assignments will be made in accordance with their past work experience and competency related to their management task. Senior Management will evaluate managers and make appropriate selections.

All training documentation will be kept on site and any other safety training information for an employee will be kept on site in an individual file for reference during the project. A hard hat coding system i.e. stickers or tape band may be a viable alternative for spot checking training on the ISM and any other work tasks that may require specialized training.

All Employees of the sub-tier contractors shall make their assignments similar to Berglund's competent people match for work activities. This will be monitored through a process of on-site interviews with employees and foremen with an inspection form.

Along with training employees (Berglund and Subcontractors employees) on the ISM, Specific training will take place on site on jobsite's regulations and specific training for work activities e.g. man lift, tie-off, and excavation. These training sessions will take place from top management to tradesmen.



**BERGLUND
CONSTRUCTION**

Building Division

Restoration Division

MANAGEMENT HUDDLE CARD

Date: _____

Superintendent: _____

Berglund Employees: PPE, Proper work assignments:

Hard Hats Safety Glasses Fall Protection

OSHA Postings Emergency Phone Numbers

Documentation Huddle cards and other inspections completed: Yes No

Insurance Certificate / Signed Subcontracts: Yes No

Subcontractor Compliance: PPE, MSDS, Competent Person's documentation:

Owner Operations and Requirements:

Site Security _____

Logistics _____

Cleanliness _____

Public Protection _____

Other Issues _____

Recent Near Misses or Accidents: : (please explain, if any) Yes No

Job Activity Look Ahead: _____

(Forward completed card to Fred Berglund)

Priorities

Priorities of Safety, Quality and Schedule should all be balanced between one another. If a condition arises which sacrifices one of the three components, that work activity should be analyzed in order to achieve balance of the three priorities.

Resources will be effectively allocated to address safety, programmatic and operational considerations. Protecting the public, the workers and the environment will always be a priority whenever activities are planned.

As the Construction Manager, we at Berglund Construction will commit all the required resources of staff to the project so that the ISM and Safety and Health Policy are adequately implemented and enforced.

In accordance with the RFP and our project strategy, we will utilize a resource-loaded schedule to monitor the project along with supplemental short duration schedules. The suggested methodology is preliminary and will be adjusted once the project team is assembled after the notice to proceed.

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The sub-tier selection and evaluation process will include cost, quality, schedule adherence and safety performance on past projects from references in-house or from other references. The subs will be evaluated on a weighted scale that will be determined by the project team.

Standards

Before work commences, hazards will be evaluated and analyzed. An agreed upon set of safety standards and requirements will be established to provide adequate protection of the public, the workers and the environment.

Safety Standards and policies will consist of:

OSHA Standards
Berglund Construction Safety Policy

The hazard analysis process includes: defining scope of work, analysis of hazards, identification of hazard, controls, requirement to perform work within these controls and means to provide feedback and improvement. With this process in place, safety risks should be minimized.

Controls

Hazard controls will be determined through the work activity safety analysis and will be tailored to the work activity being performed. Hazard controls will consist of administrative and/or engineering controls to safely protect, prevent and mitigate hazards to the workers, public and the environment. Through this planning and analysis, appropriate and effective protection measures will keep the project site hazard free.

As part of the project specific ES & H plan, documentation and forms will be developed to track and assist in the hazard analysis and notification process. This will also include warnings, near misses and personnel training logs.

We will incorporate our sub-tier contractor's input on the project specific ES & H policy. The management team will also review the subcontractors established safety programs for possible incorporation into the project specific plan.

As previously mentioned, daily work planning and hazard reviews will take place at the crew and individual level and will be for all employees, including sub-tier employees. The inspection, assessment and auditing will be project wide and done for every person and contractor onsite.

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Logistics

The Site Logistics Planning for each project compliments our prominent Safety Program. These components of our services are interrelated and serve as a basis for coordinating the efforts of our Safety Director and Project Superintendent during the Preconstruction Phase of Services of your project. Berglund Construction has a standing policy that at no time during the Construction Phase, are the activities of an active campus compromised. Therefore, we will not only secure the immediate site, but also continually accommodate local traffic patterns.

We are also cognizant of Noise and Dust Control and maintain normal pedestrian and vehicular access to the campus. In addition, we will coordinate timely deliveries and materials to the project site. We also will carefully coordinate a staging area for workman parking and related equipment so as to maintain the aesthetic integrity of the campus at all times.

Summary

It is to be understood that all requirements as mentioned in the ISM shall be satisfied for all operations on site, inspections are to be initiated and conducted on a daily basis and all rules and regulations are clearly established and understood by all. Though this process, we can assure all workers are informed of hazards and required protective measures for their work task prior to beginning work and that proper employee selection takes place for every work task.

In the unfortunate event of an accident, procedures from the ES & H should be followed. The procedures would include: communication, notification, media and securing the accident scene until the investigation is complete. Once the investigation is complete, we will analyze and examine trends and report what has been learned from the incident. All documentation will take place in a timely manner

With the above program in place, the project will be a success and accident free.