ProTec Building Services

Code of Safe Practices

Fellow ProTecians,

This code of safe practices is to be used as a resource for not only your safety, but for everyone's safety you may encounter throughout your workday and after hours in the Communities we service. We promote and encourage all our employees to work safe, smart, and to promote safety to all employee's, clients, and vendors daily. We use the MOST system here at ProTec. MOST stands for Method Oriented Safety Thinking. MOST was developed to keep people safe on the job. It keeps you conscious that you must always use the proper methods and best practices at all times. But it also applies to career and financial decisions, personal relationships, parenting, and all areas of life. The two causes of every preventable accident are "carelessness" and "not thinking". No matter the situation, setting, or circumstance, almost all accidents are caused by carelessness, not thinking, or some a combination of the two. The MOST system is about being safety conscious before, during, and after we work. ProTecians speak up when we see something or someone that is unsafe. We report all our incidents no matter how minor so we can learn and make our safety program better. We never judge each other or take any discussions on safety as criticism. Everyone needs to return home to their families and loved ones happy and healthy every day.

Worksites

Please ensure that all worksites are kept and left in a safe and organized manner. It is important to ensure your safety and the safety of the residents onsite. ProTec requires the use of safety glasses, high visibility vests/jackets, safety signs, caution tape, and safety barriers such as safety cones at any worksite. Extension cords and hoses can be a serious trip and fall hazard. Please ensure that all cords and hoses are covered, taped down, or placed out of any sidewalks, doorways, or any other access points. Noise and vibrations can be frequent at Company worksites. If you are approached by any residents with concerns, please ensure they are accommodated and refer them to contact your assigned Manager or Supervisor. Please ensure all worksites are left safe, secure, and clean at break periods, lunch times, and before leaving at the end of the day. Remember children live and play in the communities we work in, and it is our job to make the common areas safe and not put anyone in danger.

Know Your Surroundings

Please always be cautious and aware of your surroundings. Site conditions can present hidden dangers at times such as wet surfaces, drop offs, and trip & fall conditions. When working in teams always look out for each other. There should always be open communication between workers of any possible issues and or hazards. We all need to be each other's eyes and ears! If it's unsafe or you are uncertain about the outcome, **STOP** and contact your assigned Manager or Supervisor and explain the situation.

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Accident Reporting

In the event of a workplace injury or illness, please follow the process below.

1. Serious Injuries that need Medical Attention, Call 911 immediately.
2. Call your Manager / Supervisor immediately.
3. Contact Safety and Loss Control Manager or Human Resources (HR) at (858) 569-1080.
4. Go to nearest approved medical facility within our Medical Provider Network. The Safety and Loss Control Manager, HR, Manager, or Supervisor will provide the location.
5. Complete the ProTec Employee Statement of Injury or Illness Form, an Incident Report, or an Employee Written Statement.
6. Completed forms need to be given to the Safety and Loss Control Manager as soon as possible. This is very important so that any workers compensation benefits will not be delayed. (If applicable)
7. If you do not want to go to a medical facility, you need to complete a "Receipt of Medical Treatment Offer Acknowledgement" form from the Safety and Loss Control Manager and return the same day the injury or illness occurs.

First Aid

- Please always refer to the informational booklet that is provided and kept in your ProTec Safety Kit!
- The information we are providing is on Basic First Aid and we ask Employees to use their best judgement in the field when it comes to incidents. Do not attempt to provide First Aid if the situation appears to be serious or if they feel comfortable.
- First determine the severity of the incident and if it is first aid treatable.
- In serious situations that require Trained Medical personnel call 911.
- Review the booklet and remember that sometimes the simplest things could save a life or make a difference.
- Do not try and assist a fellow Employee if they are coherent and refusing assistance, in this event, please contact any of the following: Manager, Supervisor, Safety and Loss Control Manager, or HR immediately.
- Accidents are preventable, always use your best judgement, work smart, and know your surroundings.
- All Incidents need to be reported the day of the incident!!!! Not the next day or a week later.

Accident Prevention

Please remember that statistics show the victim could have prevented the accident. Also, in other cases, a co-worker could have helped to prevent it. Think of accidents that have happened to people you know. Many times, the accident was the result of something that could have been prevented, either an unsafe behavior, or something unsafe in the environment.

(PPE) Personal Protection Equipment

Workers are exposed to a variety of hazards in their daily lives. Hazards can arise because of work processes, the environment, and exposure to chemicals, energy sources, and mechanical irritants. Personal protective equipment is designed to protect workers from these hazards.

The following information is about some of the proper (PPE) personal protective equipment needed to protect you against workplace injuries.

Basic requirements

- Class II High Visability vests or are required for all employees on any jobsites.
- Employees are required to wear eye protection on all jobsites, warehouses, and parking areas where loading and unloading occurs.
- Personal protective equipment must be provided and used when workers are exposed to a hazard that can't otherwise be controlled.
- ProTecians are trained on how to use and maintain the personal protective equipment that workers are required to use.
- Personal protective equipment must be kept sanitary and in good condition.
- For all employees that furnish their own personal protective equipment, ProTec has an obligation to ensure the adequacy, maintenance, and sanitation of the equipment. All equipment must meet OSHA and ASNI standards.
- Long Pant's must be worn on all work sites and warehouses. Pant's must be made of denim, canvas or another durable fabric. Slacks, shorts, skirts, leggings and sweat pants are not acceptable work site clothing.

Foot protection

- Employees must wear the required safety footwear that meets the most current ANSI Z41 standard. Shoes that meet these requirements will have a stamp attesting to this on the inside. **ANSI** safety **shoes** adhere to compression measurements of either 50, which equals 1,750 pounds, or 75, which equals 2,500 pounds.
- Footwear must be made of material that resists abrasions and have sturdy slip-resistant soles. Footwear needs to protect the whole foot and ankle area. Soles with raised tread (cleats) generally work best on uneven, rough surfaces. A chevron pattern sole may be better on smooth or slippery surfaces.
- Open toe, sling back, open top, or soft sole shoes should never be allowed on work sites or in warehouses.

- Maintenance / Construction / Plumbing- ANSI Approved Boots are required.
- Janitorial / Facilities Maintenance- Approved (Non-skid) Safety Shoes are required.

Head protection

- Employees must wear protective hard hats while working in areas where there is the potential for head injury from impact, falling or flying objects, or electrical shock and burns.
- Hard hats must meet the requirements of the most current ANSI Z89.1 standard. Hard hats meeting these requirements will have a sticker or print attesting to this on the inside.
- Hard hats should not be painted or exposed to solvents. Hard hats should be replaced when damaged.
- Hard hats cannot be worn backwards (with or without the suspension system reversed)
- Hard hats must be worn while working on or around any scaffolding or when working below someone.

Hearing protection

- Equipment such as jackhammers, grinders, and saws can generate noise levels that create a potential for hearing loss.
- When it is not feasible to reduce the average noise levels of worker exposure to less than 90 decibels (dBA) for an 8-hour exposure, (and preferably 85 dBA) hearing protection must be provided and used.
- Hearing protection devices that are inserted in the ear must be fitted by a competent person. Plain cotton is not an acceptable protective device.
- All ProTecians are trained on how to properly wear hearing protective devices.

Eye and face protection

- Employees are provided with, and are required to use, eye and face protection if tool operations may cause exposure to physical and chemical agents, or radiation that may cause eye or facial injuries.
- Safety glasses, whether regular safety glasses or prescription glasses, must meet the design requirements of the American National Standards Institute (ANSI Z87.1).
- Dusty and/or chemical environments may pose additional hazards for contact lens wearers, making correct eye protection essential.

- Face shields should be used when workers are cutting or grinding material that may fragment or chip, producing flying projectile hazards.
- Face shields and welding helmets are secondary protection and must be worn along with safety glasses, goggles, or other eye protective devices.
- Chemical splash goggles should be used if exposure to hazardous liquids is possible.
- Protective eyewear with the correct filter lens shade should be used when welding, burning, or cutting, or when using laser equipment or other radiant energy sources.

PPE for Workers Checklist

Protection	TYPICAL OPERATIONS OF CONCERN	YES	NO
EYE 	Sawing, cutting, drilling, sanding, grinding, hammering, chopping, abrasive blasting, punch press operations, etc.		
	Pouring, mixing, painting, cleaning, siphoning, dip tank operations, dental and health care services, etc.		
	Battery charging, installing fiberglass insulation, compressed air or gas operations, etc.		
	Welding, cutting, laser operations, etc.		
FACE 	Pouring, mixing, painting, cleaning, siphoning, dip tank operations, etc.		
	Welding, pouring molten metal, smithing, baking, cooking, drying, etc.		
	Cutting, sanding, grinding, hammering, chopping, pouring, mixing, painting, cleaning, siphoning, etc.		
HEAD 	Work stations or traffic routes located under catwalks or conveyor belts, construction, trenching, utility work, etc.		
	Construction, confined space operations, building maintenance, etc.		
	Building maintenance; utility work; construction; wiring; work on or near communications, computer, or other high high tech equipment; arc or resistance welding; etc.		
FEET 	Construction, plumbing, smithing, building maintenance, trenching, utility work, grass cutting, etc.		
	Building maintenance; utility work; construction; wiring; work on or near communications, computer, or other high high tech equipment; arc or resistance welding; etc.		
	Welding, foundry work, casting, smithing, etc.		
	Demolition, explosives manufacturing, grain milling, spray painting, abrasive blasting, work with highly flammable materials, etc.		
HANDS 	Grinding, sanding, sawing, hammering, material handling, etc.		
	Pouring, mixing, painting, cleaning, siphoning, dip tank operations, health care and dental services, etc.		
	Welding, pouring molten metal, smithing, baking, cooking, drying, etc.		
	Building maintenance; utility work; construction; wiring; work on or near communications, computer, or other high high tech equipment; arc or resistance welding; etc.		
BODY 	Pouring, mixing, painting, cleaning, siphoning, dip tank operations, machining, sawing, battery charging, installing fiberglass insulation, compressed air or gas operations, etc.		
	Cutting, grinding, sanding, sawing, glazing, material handling, etc.		
	Welding, pouring molten metal, smithing, baking, cooking, drying, etc.		
	Pouring, mixing, painting, cleaning, siphoning, dip tank operations, etc.		
HEARING 	Machining, grinding, sanding, work near conveyors, pneumatic equipment, generators, ventilation fans, motors, punch and brake presses, etc. Samples shown are: ear muffs (left) and earplugs (right)		

NOTE: Pictures of PPE are intended to provide a small sample of what the protection gear may look like. They are not to scale nor are they inclusive of all protection gear required and/or that is available.

Manual Lifting

Did you know you may be at risk for serious injury if you do not lift correctly? Improper lifting may cause back injuries that can take months or even years to heal. Sometimes the injuries are disabling or permanent. This can be prevented if you learn to lift correctly.

Preparing to lift

If the load looks too heavy, do not lift it by yourself. Ask for assistance and or use mechanical aids when possible. Be sure to wear safety shoes in case you drop something. If the object has rough or sharp edges, wear properly fitting work gloves that are in good condition. This will help you to get a better grip as well as protect your hands.

Making the lift

Crouch down with the load between your legs and get a good grip on the object. As you stand up, lift with your legs, keeping your back vertical and the load as close to your body as possible. If you must place the load to your left or to your right, do not twist your body — move your feet instead. To lower a load, simply reverse the knees bent/back vertical procedure.

Review

- Do not lift more than you can handle. Ask for help with heavy loads and use mechanical aids when possible.
- Wear safety shoes / boots.
- If the object is rough or sharp, wear gloves.
- Lift with your legs and not your back.
- Keep the load close to your body.
- Do not twist your body when placing a load to one side or the other. Move your feet instead.
- Make sure surfaces are dry and there are no hazards present.
- When carrying an object, double check your route first.
- If you ever need help, be sure to ask for it.

When it comes to lifting, do not break your back. Instead, lift right and give your back a break.

Manual Lifting and Carrying Requirements

Prior to scheduling or dispatching Technicians to any site, Managers and Supervisors are required to calculate the total weight of any large objects or materials to be lifted and the distance to be carried. The chart below is based off the maximum allowances. If the weight or distance is exceeded in either category additional people must be used to perform the task. Take into consideration the site conditions such as terrain, weather conditions, and incline/declines. If any hazardous conditions exist in the path of travel or lifting locations, please use caution and additional people to ensure site safety. All ProTecians must follow these guidelines and remember to ask for help when needed!

General Lifting Guidelines (May very depending on role and physical capabilities)		
Weight of the Lift	Distance of the Carry	Number of People Needed
1 to 50 lbs.	Unlimited	1 Person
51 to 80 lbs.	Maximum of 25 Feet	1 Person
81 to 156 lbs.	Maximum of 25 Feet	2 People
156 to 225 lbs.	Maximum of 10 Feet	3 People
226 to 300 lbs.	Maximum of 10 Feet	4 People
301 to 375 lbs.	Maximum of 10 Feet	5 People
376 lbs. and above	Must use Lift Equipment Only	

High Reach Lift Equipment

All employees must be properly trained prior to operating any high reach lift equipment. Manufacturer's operating instructions and recommendations must always be followed. High reach equipment must only be used by trained, competent, and experienced personnel. Do not ever attempt to use high reach lift equipment such as a crane or lifting equipment for materials unless approved by your Manager or Supervisor. Only certain types of equipment are manufactured with this capability. Employees that are found to disregard or be negligent with this policy will face disciplinary action or possible termination.

Company Lift Trucks

- **Pre-trip visual safety inspection to be completed prior to use. Do not use if any safety issues or anomalies are found.**
- **Safety harnesses with the proper size lanyard/restraint must be worn and connected to the manufacturer designated "Tie Off Points".**
- **Wheels must always be chocked when boom lift is in use.**
- **Weight capacity must be followed. Capacity is the total weight of the operator, tools, and materials in the basket.**

Company Lift Equipment

- **Visual safety inspection to be completed prior to use. Do not use if any safety issues or anomalies are found.**
- **Safety harnesses with the proper size lanyard/restraint must be worn and connected to the manufacturer designated "Tie Off Points".**
- **Stabilizers must always be used when the lift is in use.**
- **Weight capacity must be followed. Capacity is the total weight of the operator, tools, and materials in the basket.**

A-Frame and Extension Ladders

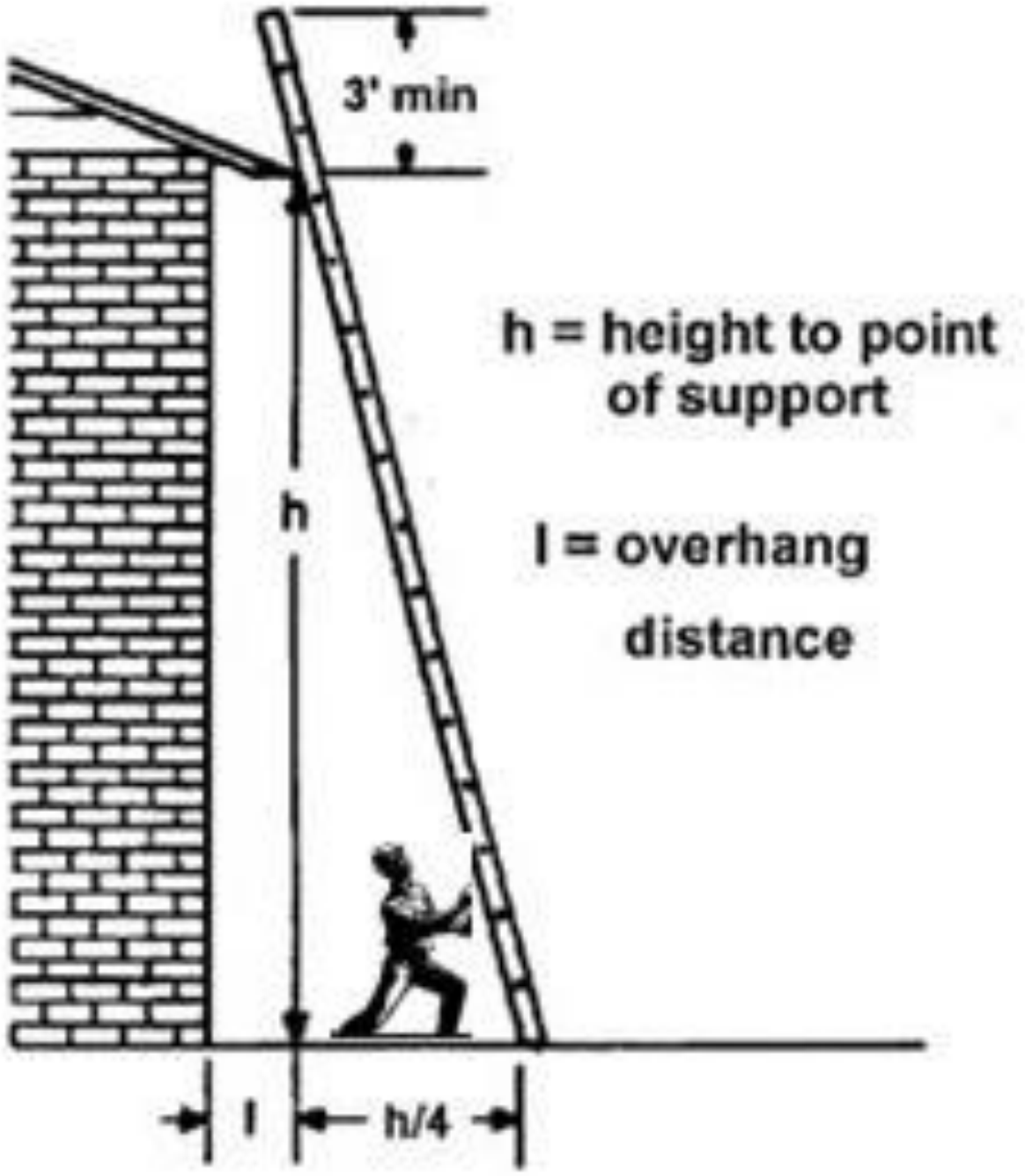
Ladders are very dangerous and must only be used by trained and experienced personnel. Ladders should never be used if site or weather conditions will not allow for proper and safe use. Employees that disregard or are found to be negligent with this policy will face disciplinary action and or possible termination.

- **All Company provided ladders must be inspected prior to use.**
- **Ladders found to be damaged or defective must be taken out of service immediately. Ladders that cannot be repaired must be retired and disposed of.**
- **Ladders that have damaged or missing warning labels must be taken out of service until new labels can be installed.**
- **Personal ladders found to be damaged, defective, or missing labels must be taken out of service and the employee cannot return it to service until it is repaired if repairs are possible.**
- **Type III ladders are not allowed on Company worksites.**
- **No use of non-rated step stools is allowed on Company worksites.**
- **Weight capacity must be followed. Capacity is the total weight of the employee, tools and materials on the ladder.**
- **Two technicians are required for use of any 32' or taller ladder. One technician must always remain at ground level if the ladder is being worked from.**
- **Extension ladders must be set up per the set-up chart on Page #15.**
- **Extension ladder safety feet must be used in the "up" position while placed in soil or landscaping locations.**
- **All extension ladders must always be tied off if extended to the roof line, guard railing or exterior building accessory. The Company will provide tie off equipment if needed.**
- **Do not set ladders on any unsafe surface such as a wet, sandy, slippery, waxed or uneven location.**
- **Always follow all manufacturers recommendations.**
- **Buckets and chairs are not ladders, do NOT treat them as one…….**

Ladder Safety Feet in the “Up” Position

Ladder Tie Off

Ladder Set Up Chart



Fall Protection

All employees must be properly trained prior to using any fall protection equipment. The manufacturer's operating instructions and OSHA's requirements must always be followed. Please contact your manager or supervisor if fall protection and or training is needed prior to starting work onsite. Do not access any locations that require fall protection if not accompanied by a competent person. Employees that disregard or are found to be negligent with this policy will face disciplinary action and or possible termination.

- **Company Training and Fall Protection Equipment is provided.**
- **Personal Fall Protection Equipment may be used only if approved by Management prior to use.**
- **All Company provided fall protection must be inspected prior to use.**
- **Fall Protection found to be damaged or defective must be taken out of service immediately.**
- **All "Tie Off/Anchor Points" brackets must be properly fastened into an adequate supporting member, per manufacture specifications.**

Employee's working on low-sloped roofs (less than or equal to 4/12 pitch) with unprotected sides and edges 6 feet or more, above lower levels, must be protected from falls by guardrails, nets, personal fall arrest systems or any of the following combinations:

- **Warning lines and guardrails**
- **Warning lines and safety nets**
- **Warning lines and personal fall arrest systems**

Shoring and Excavation Requirements

All employees must be properly trained prior to using any shoring equipment. The manufacturer's operating instructions and OSHA's requirements must always be followed. Please contact your manager or supervisor if shoring and or training is needed prior to starting work onsite. Do not access any locations that require shoring if not accompanied by a trained or competent person. Employees that disregard or are found to be negligent with this policy will face disciplinary action and or possible termination.

- **5 feet (1.5 meters) or deeper: Protective systems (e.g., shoring, trench boxes) are required to prevent cave-ins.**
- **For excavations less than 5 feet, shoring may still be required if soil conditions are unstable or hazardous.**
- **All excavations must be inspected daily by a competent person before work begins.**
- **Additional inspections are required if conditions change (e.g., weather, vibration from nearby work).**
- **Only trained and competent workers may perform or supervise excavation work.**
- **Appropriate Personal Protective Equipment (PPE) must be worn at all times.**
- **All excavation and shoring activities must meet local, state, and federal safety regulations.**
- **Non-compliance with these requirements will result in disciplinary action up to termination.**

Fleet Safety Program: Safety Rules

All ProTecians must use extreme caution when driving. Please remember you are representing the company on the roadways. Driving incidents can be deadly, nearly 1.3 million people die in road crashes each year, totaling an average of 3,287 deaths a day. An additional 20-50 million are injured or disabled. More than half of all road traffic deaths occur among young adults ages 15-44. Employees that disregard or are found to be negligent with this policy will face disciplinary action or possible termination.

Fleet Safety Program: Safety Rules

- Do not take chances. Arriving safely is more important than arriving on time.
- Drivers should be mentally and physically rested and alert prior to each trip.
- Drinking of alcoholic beverages while driving or driving while under the influence of alcohol or restricted drugs is prohibited.
- Drivers must have a valid driver's license for the type of vehicle to be operated and keep the license(s) with them while driving at all times.
- Traffic laws must be obeyed.
    - Speed shall never be faster than a rate consistent with existing speed laws and road, traffic, and weather conditions. Posted speed limits must be obeyed.
    - Never attempt to exercise the right-of-way; always let the other driver go first.
    - Keep to the right except when overtaking slow-moving vehicles, or when getting into a position to make a left turn.
    - Never follow another vehicle so closely that you will not be able to make a safe stop under any conditions. Observe Timed Interval and Following Distance guidelines.
    - Turn signals must be used to show where you are heading while going into traffic and before every turn or lane change.
    - Slow down and watch for children in school zones.
- Vehicles are to be driven by authorized drivers only.
- Only Company Personnel (Immediate Family Members) or Clients are allowed in company vehicles. (Unless otherwise authorized)
- Seat belts must always be worn by drivers and passengers while in motion.
- Drivers must check their vehicle daily before each trip and check the vehicle visually each time before driving. Check lights, tires, brakes, and steering. Report any conditions with fleet vehicles to the Fleet and Equipment Coordinator, Manager, or Supervisor immediately. An unsafe vehicle should not be operated until repairs are made.
- Drivers must check and secure all loads, trailers, and equipment before each trip.
- Drivers must report all safety issues, dents, and accidents immediately, as required by Company Policy.
- Drivers must adhere to other safe driving rules adopted by the company, prescribed by state or local laws, or by the applicable D.O.T. Motor Carrier Safety Regulations.
- Drivers must keep all Company Vehicles safe, clean, and organized.

ALL LOADS MUST BE TARPED WHEN NECESSARY! ALL LOADS MUST BE SECURED!

Drivers are responsible for all incidents!

Personal Vehicles for Work Use: Safety Rules

- Do not take chances. Arriving safely is more important than arriving on time.
- Drivers should be mentally and physically rested and alert prior to each trip.
- Drinking of alcoholic beverages while driving or driving while under the influence of alcohol or restricted drugs is prohibited.
- Drivers must have a valid driver's license for the type of vehicle to be operated and keep the license(s) with them while driving at all times.
- Traffic laws must be obeyed.
    - Speed shall never be faster than a rate consistent with existing speed laws and road, traffic, and weather conditions. Posted speed limits must be obeyed.
    - Never attempt to exercise the right-of-way; always let the other driver go first.
    - Keep to the right except when overtaking slow-moving vehicles, or when getting into a position to make a left turn.
    - Never follow another vehicle so closely that you will not be able to make a safe stop under any conditions. Observe Timed Interval and Following Distance guidelines.
    - Turn signals must be used to show where you are heading, while going into traffic, and before every turn or lane change.
    - Slow down and watch for children in school zones.
- Drivers must check and secure all loads and equipment before each trip.
- Drivers must report all accidents during work hours immediately, as required by Company Policy.
- Drivers must adhere to other safe driving rules adopted by the company, prescribed by state or local laws, or by the applicable D.O.T. Motor Carrier Safety Regulations.
- Drivers are encouraged to keep Personal Vehicles safe, clean, and organized.
- Company Trailers are not allowed to be towed by Personal Vehicles.
- Drivers must place Company Magnetic Signs on Personal Vehicles during work hours only.

Magnetics must be placed only on the sides or rear of your personal vehicle in a presentable manner.

PLEASE DRIVE SAFE

Hand and Power Tools

Hand tools are not only some of the most useful tools in the toolbox, but they can also be some of the most abused. High numbers of accidents are caused by hand tools. The following are some basic rules for using hand tools:

- Follow all operation instructions and warning labels on equipment.
- Choose the right tool for the job. Never use a makeshift tool.
- Only use tools that are in good condition. Do not use tools with cracked or broken handles, without proper handles, or those with flattened or broken heads. Keep blades sharp and be sure to store them safely while not in use.
- Do not use a hammer with a hardened face on a highly tempered tool, such as a drill, file, die or jig. Chips may fly.
- Use the right size wrench for the job. Face the jaws on an adjustable wrench in the direction of the pull.
- Never apply a wrench to moving machinery. Stop and lock-out or tag-out the machine, then remove all tools before starting it again.
- Ensure pipe wrench jaws are sharp and chains are in good condition, so they will not slip.
- Never use a tool in a way that it may injure you if it slips. Think about your movements beforehand and position your body accordingly.
- Handle tools with care. Treat them carefully and use them exactly for the purpose for which they were intended.
- Use proper personal protective equipment (PPE) such as eye protection, gloves, safety belts, etc.

Portable power tools can help save time and energy. Since they are so readily available and useful, we tend to forget that they are powered and have the potential to amputate, break bones, electrocute, and kill. Some serious accidents have occurred using power tools, such as the following situations:

- "A worker was installing flashing on a roof. Using a power drill on the roof edge, he lost his balance when the drill cut through the material. Not using the correct fall protection, he toppled 30 feet to his death."
- "A worker amputated three fingers using a portable circular saw incorrectly. He tried to adjust the blade depth with one hand, with the other on the grip handle. He accidentally hit the trigger."

Problems:

- Inadequate instructions, not following operating instructions.
- Use of improperly grounded or non-double insulated tools.
- Defective, wedged, or removed protective guards.
- Dull, cutting edges of blades and bits.
- Power cords getting twisted and caught on ladder rungs or other obstructions.
- Non-secure operator position.

Solutions:

- Take the time to think out the process or steps you are going to take during the tool use.
- Proper training in tool use.
- Preventive maintenance of tools.
- Inspections and defective tool reports.
- Use longer extension cords to prevent hang-ups.
- Use proper personal protective equipment (PPE) such as eye protection, gloves, safety belts, etc.
- Do not attempt to operate or allow anyone to operate a hand or power tool until you have read and understand the manufacturer's instructions.

Welding

Welding (Hot Work) can be extremely hazardous and can severely affect your vision. ProTec provides all required equipment such as but not limited to, welding MIG welding machines, welding masks, gloves, hi visibility jackets, fire extinguisher, and welding blankets. Operators can use their own welding masks and gloves only if they meet the required specifications and are approved through Management. Some sites will require shielding, so residents are not affected from the welding arc's. Do not weld in any situation that requires additional protections such as shielding, welding blankets, etc and they are not available. Not only can an operator be injured, but the potential for property damage is highly likely if improperly used. Employees that disregard or are found to be negligent with this policy will face disciplinary action or possible termination.

Pressure Washers

Pressure washers (also known as power washers) can be extremely hazardous. All operators must make sure to use care while operating. Not only can an operator be injured, but the potential for property damage is highly likely if improperly used. Employees that disregard or are found to be negligent with this policy will face disciplinary action and or possible termination.

- Follow all operation instructions and warning labels on the equipment.
- All Operators must wear PPE. Face and hand protection are required!
- Rubber boots are highly recommended.
- Prior to operation a pre-inspection of the equipment and hoses is required. Do not use any hoses that are found to be worn, frayed, and or damaged.
- The nozzles have different spray patterns. (Please see chart below)
- Please use caution tape and traffic control when working in common areas and on sidewalks.
- Do not directly pressure wash any windows, doorways, electrical components, roofing, waterproof coatings, or sensitive surfaces.
- Turn on the water source prior to starting the equipment.
- Use extreme caution when using any steam cleaning (hot water) functions. Do not allow water to contact skin.
- Do not allow wastewater to enter any storm drain systems. All wastewaters must be reclaimed and disposed of in landscaping or sewer systems.

Traffic Control and Site Safety Devices

All employees must use the proper traffic control and safety devices. This is not only for your protection but also the residents, vendors, and residents onsite. Work sites are extremely dangerous and have many hidden hazards. Roadway work is extremely dangerous. Eighty-five percent of those killed in work zones are drivers and passengers. About 600 people die and more than 37,000 people are injured in work zone crashes nationwide every year. On average, in a typical five-day work week, seven motorists and one highway worker are killed nationwide.

- All Common Area work areas must have safety barriers. These should be one or a combination of Caution Tape, Cones, Delineators, and Barricades.
- All roadway work requires Traffic Control Device such as cones, barricades, and use of Safety Vests.
- All open excavation holes and trenches must be covered with ¾" CDX sheeting "minimum" and the sheeting must be marked "Hole" during all non-working hours.
- Temporary Fencing to be installed at any hazardous locations, such as but not limited to drop offs, guard railing removal locations, and fencing removal locations.
- Note: Do not work in a Public Roadway. This work requires traffic control Permits and specialty devices. Managers and Supervisors must coordinate this work if needed.

Fire Suppression

ProTec provides all required fire extinguishers needed for employees performing hot work such as welding and soldering. All Company Vehicles have accessible fire extinguishers mounted on them. Do not perform any work that has the potential to start a fire or welding outdoors near combustible vegetation and in high fire conditions without the proper fire extinguishers and a spotter on fire watch. Employees that disregard or are found to be negligent with this policy will face disciplinary action and or possible termination.

Fire Extinguishers

There are different types of fire extinguishers designed to put out the different classes of fire. Selecting the appropriate fire extinguisher is an important consideration. The wrong extinguisher may make a fire emergency worse. For example, failing to use a C rated extinguisher on energized electrical components may endanger workers by causing the extinguishing material to be electrified by the energized components that are on fire. C-rated fire extinguishers put out the fire by using a chemical that does not conduct electricity. The most common type of fire extinguisher today is an ABC dry chemical fire extinguisher.

Using Fire Extinguishers

When using fire extinguishers, employees should employ the **"PASS"** system of early-stage firefighting.

P—Pull the pin on the extinguisher

A—Aim at the base of the fire

S—Squeeze the handle

S—Sweep at the fire, moving from side to side, and aiming for the base. Employees should be instructed that if a fire cannot be extinguished using one full extinguisher, they should evacuate the site and let the fire department handle the situation.

Heat Stress, Exhaustion, Snakes, & Insects

Many people are exposed to heat on the job, outdoors, or in hot indoor environments. Operations involving high air temperatures, radiant heat sources, high humidity, direct physical contact with hot objects, or strenuous physical activities have a high potential for causing heat-related illness.

Heat-related illnesses can be prevented. Important ways to reduce heat exposure and the risk of heat-related illness include engineering controls such as air conditioning and ventilation, that make the work environment cooler. Also, work practices such as work/rest cycles, drinking water often, and providing an opportunity for workers to build up a level of tolerance to working in the heat. Employers should include these prevention steps in worksite training and plans. Also, it's important to know and look out for the symptoms of heat-related illness in yourself and others during hot weather. Plan for an emergency and know what to do — **acting quickly can save lives**!

Symptoms:

The first signs of heat exhaustion are dizziness, weakness, headache, blurred vision, nausea, and staggering. The face becomes pale, there is profuse sweating, weak pulse, and respiration is low. The victim can become unconscious.

Treatment:

When someone shows symptoms of heat exhaustion, immediately transfer that person out of the sun to a shaded location or air conditioning. Have the person lie down and keep calm. If victim is conscious, have him drink cool drinks of water or a sports drink (which will replace lost salts), and have the victim drink frequent, small sips. Do not give any beverages containing alcohol or caffeine. Monitor the victim closely. Heat exhaustion can quickly become heatstroke. If symptoms persist and heat exhaustion occurs, call the doctor.

How to avoid:

Keep fit and take frequent breaks. Stop to rest when you start feeling weak. Increase dietary salt and fluids when working in extremely hot weather. Avoid beverages containing alcohol or caffeine. Use hats and wear light colored clothing.

<u>Heat stroke</u>

Symptoms:

The victim develops a severe headache, face is red, the skin is hot and dry, no sweating, and the pulse is strong and very fast. The person has a high fever (105 ° -106 ° F) and may become unconscious. Confusion, coma, convulsions, and even death can occur following the fever.

Treatment:

Call 911 immediately and get the victim professional medical treatment as soon as possible. Meanwhile, place the individual in a room with air conditioning or move to shade. Loosen clothing and cool the victim with the best means available. Follow emergency services directions.

VENOMOUS SNAKES

Venomous snakes found in the United States include rattlesnakes, copperheads, cottonmouths/water moccasins, and coral snakes. They can be dangerous to anyone who works outdoors. Although rare, some workers with a severe allergy to snake venom may be at risk of death if bitten. It has been estimated that 7,000–8,000 people per year receive venomous bites in the United States, and about 5 of those people die. The number of deaths would be much higher if people did not seek medical care. It is important for employers to train their workers about their risk of exposure to venomous snakes, how they can prevent and protect themselves from snake bites, and what they should do if they are bitten.

Symptoms and First Aid

Symptoms

Signs or symptoms associated with a snake bite may vary depending on the type of snake, but may include:

- A pair of puncture marks at the wound.
- Redness and swelling around the bite.
- Severe pain at the site of the bite.
- Nausea and vomiting.
- Labored breathing (in extreme cases, breathing may stop altogether).
- Disturbed vision.
- Increased salivation and sweating.
- Numbness or tingling around your face and/or limbs.

First Aid

Workers should take the following steps if they are bitten by a snake:

- Seek medical attention as soon as possible (dial 911 or call local Emergency Medical Services.)

- Try to remember the color and shape of the snake, which can help with treatment of the snake bite.
- Keep still and calm. This can slow down the spread of venom.
- Inform your supervisor.
- Apply first aid if you cannot get to the hospital right away.
    - Lay or sit down with the bite below the level of the heart.
    - Wash the bite with soap and water.
    - Cover the bite with a clean, dry dressing.

Do NOT do any of the following:

- Do not pick up the snake or try to trap it.
- Do not wait for symptoms to appear if bitten, seek immediate medical attention.
- Do not apply a tourniquet.
- Do not slash the wound with a knife.
- Do not suck out the venom.
- Do not apply ice or immerse the wound in water.
- Do not drink alcohol as a painkiller.
- Do not drink caffeinated beverages

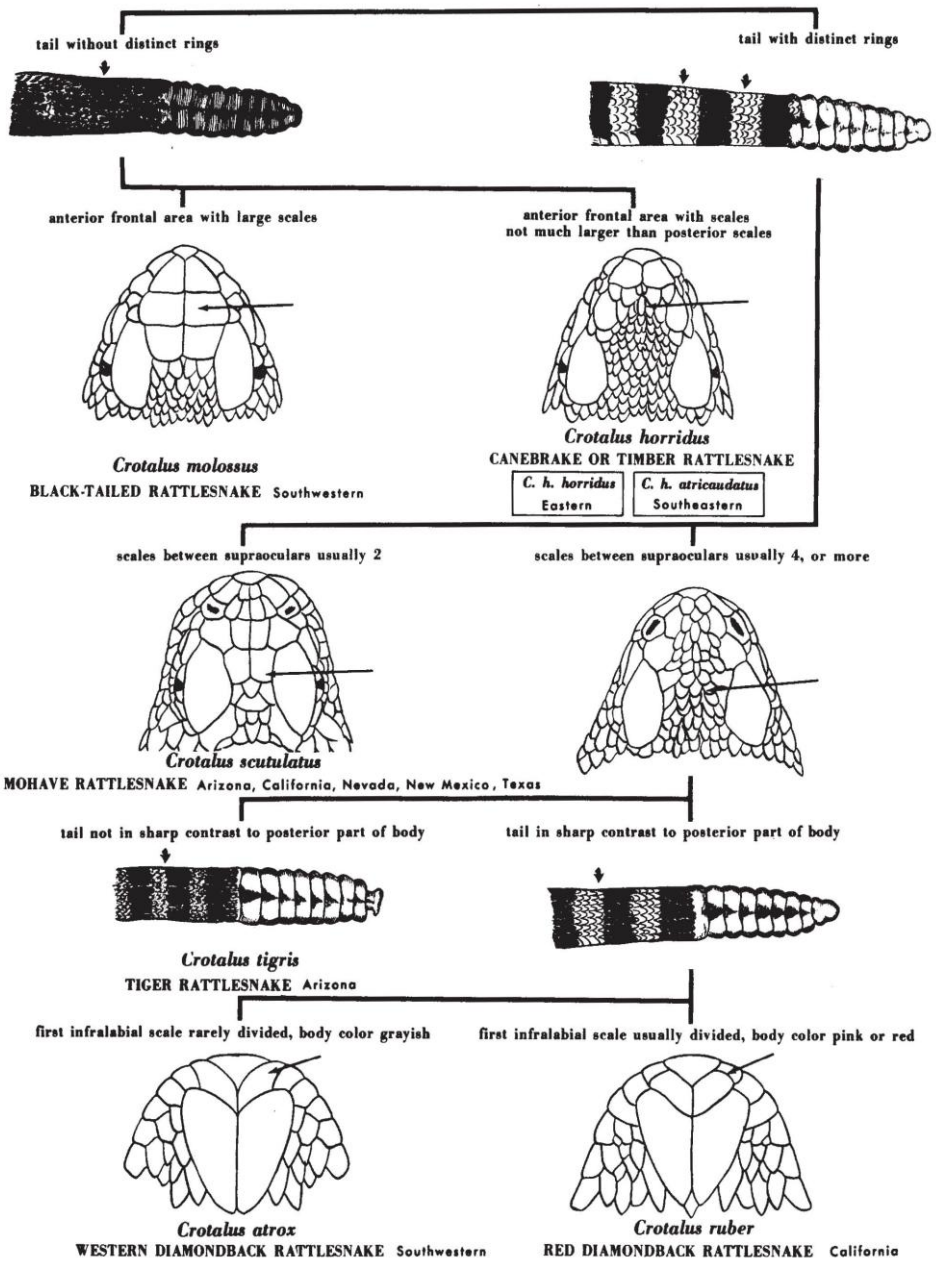
Employer Recommendations

Employers should protect their workers from venomous snake bites by training them about:

- Their risk of exposure to venomous snakes
- How to identify venomous snakes
- How to prevent snake bites
- What they should do if they are bitten by a snake

Workers should take the following steps to prevent a snake bite:

- Do not try to handle any snake.
- Stay away from tall grass and piles of leaves when possible.
- Avoid climbing on rocks or piles of wood where a snake may be hiding.
- Be aware that snakes tend to be active at night and in warm weather.
- Wear boots and long pants when working outdoors.
- Wear leather gloves when handling brush and debris.



Each year, many construction workers experience bee stings and spider bites that are serious enough to make them lose time off the job.

Bees

Each species of bee may have a favorite type of nesting spot which includes inside hollow trees, walls, or attics. Some build nests that hang from branches or overhangs. You may find them in shrubs, bushes, hedges, or under logs or rock piles. Before you start any project, check the area for beehives or nests, and call a pest control professional if you need to remove one.

If stung, most people experience local effects like pain, swelling, itching and redness around the site. In rare cases, a person could have a severe allergic reaction. This situation is serious and can cause anaphylaxis or anaphylactic shock. Symptoms may take up to 30 minutes to appear and can include:

- Hives, itching and swelling in areas other than the sting site
- Swollen eyes and eyelids
- Wheezing
- Tightness in the chest and difficulty breathing
- Hoarse voice or swelling of the tongue
- Dizziness or a sharp drop in blood pressure
- Shock, unconsciousness, or cardiac arrest

If you see any signs of a severe allergic reaction – even if you're not sure – call, or have a co-worker call 911 immediately. Also get medical help if the sting is near the eyes, nose, or throat.

Spiders

In construction, we find spiders everywhere – when climbing onto equipment, getting tools from the back of a pickup truck, in storage areas, or even when working beside a road. Although the southwest is home to nearly 400 species of spiders, we only have three species to worry about – the black widow, brown widow, and the brown recluse. These spiders will not bite unless disturbed, but when a person is bitten by any spider, they should contact a physician

immediately. Prompt medical treatment can prevent severe reactions and lessen the long-range effects of the bite.

The adult female black widow is the dangerous one. She is generally ½ to 1”inch long and has a distinctive red or yellow hourglass design on the underside of her shiny black body. If she bites you, you may experience dizziness, blurred vision, breathing difficulty, nausea, and severe pain around the bite area.

The brown recluse is generally ¼ to ¾ inches long and is a solid brown color with the shape of a violin or fiddle on the front half of its back. If bitten, you may not notice the bite for an hour or more.

The visible sign of recluse spider poisoning is a small, white blister at the site of the bite. The affected area will enlarge, become inflamed, and the tissue will be hard to the touch. A brown recluse spider bite can also cause damage to skin tissue that could result in an ulcer that won’t seem to heal. As with the black widow, if you experience dizziness, blurred vision, difficulty breathing or sever pain, contact a doctor immediately.

Be safe and be aware of your surroundings. Look for signs of spiders. Be sure to wear gloves and be careful anytime you reach into an area to grab something.

Spiders in California

Highly Venomous

Western Black Widow

Southern Black Widow

Brown Widow

Less Venomous

Bold Jumper Spider

Desert Grass Spider

Common House Spider

Grey House Spider

Banded Garden Spider

Long-bodied Cellar Spider

Marbled Cellar Spider

Southern House Spider

Green Lynx Spider

Mouse Spider

California Trapdoor Spider

Hentz Orb-weaver

SpiderIdentifications

CHEMICALS & GLOBAL HARMONIZATION

Every year approximately 43 million workers are exposed to one or more chemical hazards in the workplace. Since there are more than 650,000 different types of chemicals in use, it is important that employees understand the hazards.

There are two main types of chemical hazards: health hazards and physical hazards. Chemicals are considered health hazards when evidence shows that acute or chronic health effects may occur in exposed employees. Health hazards include damage to internal organs such as the lungs, liver, or nervous system; and include burns, rashes, sterility, cancer, and/or birth defects.

Chemicals pose a physical hazard if they are likely to explode or quickly catch fire. If a chemical is listed as combustible/flammable, compressed gas, explosive, oxidizer, or reactive, it is likely a physical hazard.

With *a few* limited exceptions, labels are required on *all* containers holding chemicals in a workplace. Labels must be written in English (although additional labels in other languages may be included), legible and clearly displayed. Labels must not be removed, defaced, or covered while any material is still in the container.

The label must contain the hazard classification, product identifier, signal word, hazard statement(s), pictograms, precautionary statement, and responsible party.

Safety Data Sheets (SDSs) provide a wealth of information about a substance. It is important that employees have ready access to all SDSs relevant to their work area. All SDSs must be written in English and follow the 16-section format described in the GHS guidelines. Information on SDSs includes (but is not limited to):

- Chemical and/or common names
- Physical and chemical characteristics
- Physical hazards
- Health hazards
- Routes of exposure
- Exposure limits
- Carcinogenicity (cancer-causing)
- Precautions for safe handling and use
- Control measures
- Emergency and first-aid procedures
- Date of preparation of the SDS or the last change to it
- Contact information of the responsible party

Safety Data Sheets (SDS)

Safety Data Sheets are available online and can be provided upon request from your Supervisor, Managers, or the Safety Manager. The following is a 10 Page sample for you to review.

SAMPLE
SAFETY DATA SHEET

Issuing Date January 5, 2015 **Revision Date** June 12, 2015 **Revision Number** 1

1. IDENTIFICATION OF THE SUBSTANCE/PREPARATION AND OF THE COMPANY/UNDERTAKING

Product identifier

Product Name **XXXXX Regular-Bleach1**

Other means of identification

EPA Registration Number 5813-100

Recommended use of the chemical and restrictions on use

Recommended use Household disinfecting, sanitizing, and laundry bleach

Uses advised against No information available

Details of the supplier of the safety data sheet

Supplier Address
The XXXXX Company
1221 Broadway
Oakland, CA 94612

Phone: 1-510-XXX-XXXX

Emergency telephone number

Emergency Phone Numbers For Medical Emergencies, call: 1-800-446-1014
For Transportation Emergencies, call Chemtrec: 1-800-424-9300

2. HAZARDS IDENTIFICATION

Classification

This chemical is considered hazardous by the 2012 OSHA Hazard Communication Standard (29 CFR 1910.1200).

Skin corrosion/irritation	Category 1
Serious eye damage/eye irritation	Category 1

GHS Label elements, including precautionary statements

Emergency Overview

Signal word **Danger**

Hazard Statements
Causes severe skin burns and eye damage
Causes serious eye damage

Appearance Clear, pale yellow **Physical State** Thin liquid **Odor** Bleach

Precautionary Statements - Prevention
Wash face, hands and any exposed skin thoroughly after handling.
Wear protective gloves, protective clothing, face protection, and eye protection such as safety glasses.

Precautionary Statements - Response
Immediately call a poison center or doctor.
If swallowed: Rinse mouth. Do NOT induce vomiting.
If on skin (or hair): Take off immediately all contaminated clothing. Rinse skin with water.
Wash contaminated clothing before reuse.
If inhaled: Remove person to fresh air and keep comfortable for breathing.
Specific treatment (see supplemental first aid instructions on this label).
If in eyes: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing.

Precautionary Statements - Storage
Store locked up.

Precautionary Statements - Disposal
Dispose of contents in accordance with all applicable federal, state, and local regulations.

Hazards not otherwise classified (HNOC)
Although not expected, heart conditions or chronic respiratory problems such as asthma, chronic bronchitis, or obstructive lung disease may be aggravated by exposure to high concentrations of vapor or mist.

Product contains a strong oxidizer. Always flush drains before and after use.

Unknown Toxicity
Not applicable.

Other information
Very toxic to aquatic life with long lasting effects.

Interactions with Other Chemicals
Reacts with other household chemicals such as toilet bowl cleaners, rust removers, acids, or products containing ammonia to produce hazardous irritating gases, such as chlorine and other chlorinated compounds.

Chemical Name	CAS-No	Weight %	Trade Secret
Sodium hypochlorite	7681-52-9	5 - 10	*

* The exact percentage (concentration) of composition has been withheld as a trade secret.

4. FIRST AID MEASURES

First aid measures

General Advice Call a poison control center or doctor immediately for treatment advice. Show this safety data sheet to the doctor in attendance.

Eye Contact Hold eye open and rinse slowly and gently with water for 15 - 20 minutes. Remove contact lenses, if present, after the first 5 minutes, then continue rinsing eye. Call a poison control center or doctor for treatment advice.

Skin Contact Take off contaminated clothing. Rinse skin immediately with plenty of water for 15-20 minutes. Call a poison control center or doctor for treatment advice.

Inhalation Move to fresh air. If breathing is affected, call a doctor.

Ingestion Have person sip a glassful of water if able to swallow. Do not induce vomiting unless told to do so by a poison control center or doctor. Do not give anything by mouth to an unconscious person. Call a poison control center or doctor immediately for treatment advice.

Protection of First-aiders Avoid contact with skin, eyes, and clothing. Use personal protective equipment as required. Wear personal protective clothing (see section 8).

Most important symptoms and effects, both acute and delayed

Most Important Symptoms and Effects Burning of eyes and skin.

Indication of any immediate medical attention and special treatment needed

Notes to Physician Treat symptomatically. Probable mucosal damage may contraindicate the use of gastric lavage.

5. FIRE-FIGHTING MEASURES

Suitable Extinguishing Media
Use extinguishing measures that are appropriate to local circumstances and the surrounding environment.

Unsuitable Extinguishing Media
CAUTION: Use of water spray when fighting fire may be inefficient.

Specific Hazards Arising from the Chemical
This product causes burns to eyes, skin, and mucous membranes. Thermal decomposition can release sodium chlorate and irritating gases and vapors.

Explosion Data

Sensitivity to Mechanical Impact None.

Sensitivity to Static Discharge None.

Protective equipment and precautions for firefighters
As in any fire, wear self-contained breathing apparatus pressure-demand, MSHA/NIOSH (approved or equivalent) and full protective gear.

6. ACCIDENTAL RELEASE MEASURES

Personal precautions, protective equipment and emergency procedures

Personal Precautions Avoid contact with eyes, skin, and clothing. Ensure adequate ventilation. Use personal protective equipment as required. For spills of multiple products, responders should evaluate the MSDSs of the products for incompatibility with sodium hypochlorite. Breathing protection should be worn in enclosed and/or poorly-ventilated areas until hazard assessment is complete.

Other Information Refer to protective measures listed in Sections 7 and 8.

Environmental precautions

Environmental Precautions This product is toxic to fish, aquatic invertebrates, oysters, and shrimp. Do not allow product to enter storm drains, lakes, or streams. See Section 12 for ecological Information.

Methods and material for containment and cleaning up

Methods for Containment Prevent further leakage or spillage if safe to do so.

Methods for Cleaning Up Absorb and containerize. Wash residual down to sanitary sewer. Contact the sanitary treatment facility in advance to assure ability to process washed-down material.

Precautions for safe handling

Handling Handle in accordance with good industrial hygiene and safety practice. Avoid contact with skin, eyes, and clothing. Do not eat, drink, or smoke when using this product.

Conditions for safe storage, including any incompatibilities

Storage Store away from children. Reclose cap tightly after each use. Store this product upright in a cool, dry area, away from direct sunlight and heat to avoid deterioration. Do not contaminate food or feed by storage of this product.

Incompatible Products Toilet bowl cleaners, rust removers, acids, and products containing ammonia.

8. EXPOSURE CONTROLS/PERSONAL PROTECTION

Control parameters

Exposure Guidelines

Chemical Name	ACGIH TLV	OSHA PEL	NIOSH IDLH
Sodium hypochlorite 7681-52-9	None	None	None

ACGIH TLV: American Conference of Governmental Industrial Hygienists - Threshold Limit Value. OSHA PEL: Occupational Safety and Health Administration - Permissible Exposure Limits. NIOSH IDLH: Immediately Dangerous to Life or Health.

Appropriate engineering controls

Engineering Measures Showers
Eyewash stations
Ventilation systems

Individual protection measures, such as personal protective equipment

Eye/Face Protection If splashes are likely to occur: Wear safety glasses with side shields (or goggles) or face shield.

Skin and Body Protection Wear rubber or neoprene gloves and protective clothing such as long-sleeved shirt.

Respiratory Protection If irritation is experienced, NIOSH/MSHA approved respiratory protection should be worn. Positive-pressure supplied air respirators may be required for high airborne contaminant concentrations. Respiratory protection must be provided in accordance with current local regulations.

Hygiene Measures Handle in accordance with good industrial hygiene and safety practice. Wash hands after direct contact. Do not wear product-contaminated clothing for prolonged periods. Remove and wash contaminated clothing before re-use. Do not eat, drink, or smoke when using this product.

9. PHYSICAL AND CHEMICAL PROPERTIES

Physical and Chemical Properties

Physical State	Thin liquid		
Appearance	Clear	**Odor**	Bleach
Color	Pale yellow	**Odor Threshold**	No information available

Property	**Values**	**Remarks/ Method**
pH	~12	None known
Melting/freezing point	No data available	None known
Boiling point / boiling range	No data available	None known
Flash Point	Not flammable	None known
Evaporation rate	No data available	None known
Flammability (solid, gas)	No data available	None known
Flammability Limits in Air		
Upper flammability limit	No data available	None known
Lower flammability limit	No data available	None known
Vapor pressure	No data available	None known
Vapor density	No data available	None known
Specific Gravity	~1.1	None known
Water Solubility	Soluble	None known
Solubility in other solvents	No data available	None known
Partition coefficient: n-octanol/water	No data available	None known
Autoignition temperature	No data available	None known
Decomposition temperature	No data available	None known
Kinematic viscosity	No data available	None known
Dynamic viscosity	No data available	None known
Explosive Properties	Not explosive	
Oxidizing Properties	No data available	

Other Information

Softening Point	No data available
VOC Content (%)	No data available
Particle Size	No data available
Particle Size Distribution	No data available

10. STABILITY AND REACTIVITY

Reactivity
Reacts with other household chemicals such as toilet bowl cleaners, rust removers, acids, or products containing ammonia to produce hazardous irritating gases, such as chlorine and other chlorinated compounds.

Chemical stability
Stable under recommended storage conditions.

Possibility of Hazardous Reactions
None under normal processing.

Conditions to avoid
None known based on information supplied.

Incompatible materials
Toilet bowl cleaners, rust removers, acids, and products containing ammonia.

Hazardous Decomposition Products
None known based on information supplied.

11. TOXICOLOGICAL INFORMATION

Information on likely routes of exposure

Product Information .

Inhalation Exposure to vapor or mist may irritate respiratory tract and cause coughing. Inhalation of high concentrations may cause pulmonary edema.

Eye Contact Corrosive. May cause severe damage to eyes.

Skin Contact May cause severe irritation to skin. Prolonged contact may cause burns to skin.

Ingestion Ingestion may cause burns to gastrointestinal tract and respiratory tract, nausea, vomiting, and diarrhea.

Component Information

Chemical Name	LD50 Oral	LD50 Dermal	LC50 Inhalation
Sodium hypochlorite 7681-52-9	8200 mg/kg (Rat)	>10000 mg/kg (Rabbit)	-

Information on toxicological effects

Symptoms May cause redness and tearing of the eyes. May cause burns to eyes. May cause redness or burns to skin. Inhalation may cause coughing.

Delayed and immediate effects as well as chronic effects from short and long-term exposure

Sensitization No information available.

Mutagenic Effects No information available.

Carcinogenicity The table below indicates whether each agency has listed any ingredient as a carcinogen.

Chemical Name	ACGIH	IARC	NTP	OSHA
Sodium hypochlorite 7681-52-9	-	Group 3	-	-

IARC (International Agency for Research on Cancer)
Group 3 - Not Classifiable as to Carcinogenicity in Humans

Reproductive Toxicity No information available.

STOT - single exposure No information available.

STOT - repeated exposure No information available.
Chronic Toxicity Carcinogenic potential is unknown.
Target Organ Effects Respiratory system, eyes, skin, gastrointestinal tract (GI).

Aspiration Hazard No information available.

Numerical measures of toxicity - Product Information

The following values are calculated based on chapter 3.1 of the GHS document

ATEmix (oral)
54 g/kg
ATEmix (inhalation-dust/mist)
58 mg/L

12. ECOLOGICAL INFORMATION

Ecotoxicity
Very toxic to aquatic life with long lasting effects.

This product is toxic to fish, aquatic invertebrates, oysters, and shrimp. Do not allow product to enter storm drains, lakes, or streams.

Persistence and Degradability
No information available.

Bioaccumulation
No information available.

Other adverse effects
No information available.

13. DISPOSAL CONSIDERATIONS

Disposal methods
Dispose of in accordance with all applicable federal, state, and local regulations. Do not contaminate food or feed by disposal of this product.

Contaminated Packaging
Do not reuse empty containers. Dispose of in accordance with all applicable federal, state, and local regulations.

14. TRANSPORT INFORMATION

DOT	Not restricted.
TDG	Not restricted for road or rail.
ICAO	Not restricted, as per Special Provision A197, Environmentally Hazardous Substance exception.
IATA	Not restricted, as per Special Provision A197, Environmentally Hazardous Substance exception.
IMDG/IMO	Not restricted, as per IMDG Code 2.10.2.7, Marine Pollutant exception.

15. REGULATORY INFORMATION

Chemical Inventories

TSCA	All components of this product are either on the TSCA 8(b) Inventory or otherwise exempt from listing.
DSL/NDSL	All components are on the DSL or NDSL.

TSCA - United States Toxic Substances Control Act Section 8(b) Inventory
DSL/NDSL - Canadian Domestic Substances List/Non-Domestic Substances List

U.S. Federal Regulations

SARA 313
Section 313 of Title III of the Superfund Amendments and Reauthorization Act of 1986 (SARA). This product does not contain any chemicals which are subject to the reporting requirements of the Act and Title 40 of the Code of Federal Regulations, Part 372

SARA 311/312 Hazard Categories

Acute Health Hazard	Yes
Chronic Health Hazard	No
Fire Hazard	No
Sudden Release of Pressure Hazard	No
Reactive Hazard	No

Clean Water Act
This product contains the following substances which are regulated pollutants pursuant to the Clean Water Act (40 CFR 122.21 and 40 CFR 122.42)

Chemical Name	CWA - Reportable Quantities	CWA - Toxic Pollutants	CWA - Priority Pollutants	CWA - Hazardous Substances
Sodium hypochlorite 7681-52-9	100 lb			X

CERCLA
This material, as supplied, contains one or more substances regulated as a hazardous substance under the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) (40 CFR 302)

Chemical Name	Hazardous Substances RQs	Extremely Hazardous Substances RQs	RQ
Sodium hypochlorite 7681-52-9	100 lb	-	RQ 100 lb final RQ RQ 45.4 kg final RQ

EPA Statement
This chemical is a pesticide product registered by the Environmental Protection Agency and is subject to certain labeling requirements under federal pesticide law. These requirements differ from the classification criteria and hazard information required for safety data sheets and for workplace labels of non-pesticide chemicals. Following is the hazard information as required on the pesticide label:

> **DANGER: CORROSIVE.** Causes irreversible eye damage and skin burns. Harmful if swallowed. Do not get in eyes, on skin, or on clothing. Wear protective eyewear and rubber gloves when handling this product. Wash thoroughly with soap and water after handling and before eating, drinking, chewing gum, using tobacco, or using the restroom. Avoid breathing vapors and use only in a well-ventilated area.

US State Regulations

California Proposition 65
This product does not contain any Proposition 65 chemicals.

U.S. State Right-to-Know Regulations

Chemical Name	New Jersey	Massachusetts	Pennsylvania	Rhode Island	Illinois
Sodium hypochlorite 7681-52-9	X	X	X	X	
Sodium chlorate 7775-09-9	X	X	X		

International Regulations

Canada
WHMIS Hazard Class
E - Corrosive material

16. OTHER INFORMATION

NFPA	**Health Hazard**	3	**Flammability** 0	**Instability** 0	**Physical and Chemical Hazards**	-
HMIS	**Health Hazard**	3	**Flammability** 0	**Physical Hazard** 0	**Personal Protection**	B

Prepared By
Product Stewardship
23 British American Blvd.
Latham, NY 12110
1-800-572-6501

Revision Date June 12, 2015

Revision Note Revision Section 14.

Reference 1096036/164964.159

General Disclaimer
The information provided in this Safety Data Sheet is correct to the best of our knowledge, information and belief at the date of its publication. The information given is designed only as a guidance for safe handling, use, processing, storage, transportation, disposal, and release and is not to be considered a warranty or quality specification. The information relates only to the specific material designated and may not be valid for such material used in combination with any other materials or in any process, unless specified in the text.

End of Safety Data Sheet

This material was produced under grant 46F6-HT30 from the Occupational Safety and Health Administration, U.S. Department of Labor. It does not necessarily reflect the views or policies of the U.S. Department of Labor, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government. Revisions were made to this material under grant number SH-31240-SH7 from the Occupational Safety and Health Administration, U.S. Department of Labor.

Health Hazard	Flame	Exclamation Mark
		
• Carcinogen • Mutagenicity • Reproductive Toxicity • Respiratory Sensitizer • Target Organ Toxicity • Aspiration Toxicity	• Flammables • Pyrophorics • Self-Heating • Emits Flammable Gas • Self-Reactives • Organic Peroxides	• Irritant (skin and eye) • Skin Sensitizer • Acute Toxicity (harmful) • Narcotic Effects • Respiratory Tract Irritant • Hazardous to Ozone Layer (Non-Mandatory)
Gas Cylinder	**Corrosion**	**Exploding Bomb**
		
• Gases Under Pressure	• Skin Corrosion/ Burns • Eye Damage • Corrosive to Metals	• Explosives • Self-Reactives • Organic Peroxides
Flame Over Circle	**Environment** (Non-Mandatory)	**Skull and Crossbones**
		
• Oxidizers	• Aquatic Toxicity	• Acute Toxicity (fatal or toxic)

Crystalline Silica Hazards

Crystalline silica is a basic component of soil, sand, granite, and many other minerals. Quartz is the most common form of crystalline silica. Cristobalite and tridymite are two other forms of crystalline silica. All three forms may become respirable size particles when workers chip, cut, drill, or grind objects that contain crystalline silica. Employee's that are found to disregard or be negligent with this policy will face disciplinary action and or possible termination.

What are the hazards of crystalline silica?

Crystalline silica has been classified as a human lung carcinogen. Additionally, breathing crystalline silica dust can cause **silicosis**, which in severe cases can be disabling, or even fatal. The respirable silica dust enters the lungs and causes the formation of scar tissue, thus reducing the lungs' ability to take in oxygen. There is no cure for silicosis. Since silicosis affects lung function, it makes one more susceptible to lung infections like **tuberculosis.** In addition, smoking causes lung damage and adds to the damage caused by breathing silica dust.

- ProTec provides all training and the proper safety equipment and PPE to protect all Employees from Silica Hazards when engineered controlled methods cannot be applied
- ProTec Management will coordinate, and supply all required HEPA Vacuums, water sources, and GFCI protection if electric equipment is being used.
- Use of water for any silica exposure controls is mandatory or HEPA vacuum dust collection when water is not available on ProTec worksites.
- All sites that are determined to have a high exposure level that exceeds the maximum allowed by the Table below 1- Specified exposure control methods when working with materials containing crystalline silica, will have a site survey conducted prior to any work that may cause exposure to take place.
- All worksites will require proper signage and demarcation of exposure areas.
- The following images are for reference and informational purposes only. Please contact your Supervisor, Manager, or Director of Safety for specifics regarding PPE and exposure times

EXAMPLES WITHOUT CONTROLS

Right-Angle Grinder without Control

EXAMPLES WITH CONTROLS

Right-Angle Grinder with Vacuum Control

Walk-Behind Concrete Saw without Control

Walk-Behind Concrete Saw with Water Control

Hand-Held Saw without Control

Hand-Held Saw with Water Control

Handheld Grinder without Control

Handheld Grinder with Vacuum Control

Handheld Drill without Control

Handheld Drill with Vacuum Control

Jackhammer without Control

Jackhammer with Water Control

Handheld Powered Chipping Tool without Control

Handheld Powered Chipping Tool with Vacuum Control

Confined Spaces

"Confined Space" refers to a space which, by design, has limited openings for entry and exit, unfavorable natural ventilation which could contain or produce dangerous air contaminants, and which is not intended for continuous worker occupancy. You should never enter a confined space unless you have been properly trained and are equipped with the proper Safety Equipment. Employees that disregard or are found to be negligent with this policy face disciplinary action and or possible termination.

- ProTec provides Training and all the proper safety equipment and PPE to protect all Employees while entering Confined Spaces. Do not enter a confined space without proper training.
- 2 People must be present at all confined space entries. (1) person must be designated as safety watch outside the confined space.
- ProTec management will determine if entering a Confined Space is required to perform work. If it is determined the entry is required, a site survey and air quality test will be conducted prior to any work or exposure takes place.

Asbestos Awareness

Once the dangers of asbestos were proven, it was removed from many building materials—but not before it was fitted in nearly every home built before 1978 (asbestos was still used in construction after this date, just in smaller quantities). Generally, asbestos does not cause health problems unless its fibers are released into the air; so many homes built before the ’80s still contain asbestos. Take proper precautions when dealing with asbestos containing materials. If you are not sure if a material contains asbestos, get it tested. You cannot “eyeball” a material to tell if it contains asbestos.

- No employee should attempt to cut, remove, or disturb any asbestos containing materials without prior approval from their supervisor and or manager and is equipped with all the proper safety equipment, training, and PPE to protect all Employees while working
- ProTec management will determine if any materials are within the years of the construction for asbestos containing products. If it is determined to be within that range testing by a third-party laboratory will take place prior to any work.
- ProTec will contract with a 3rd party abatement company for all Asbestos removal and remediation.

Lead Awareness

Lead based paint is commonly found in homes built before 1978 and many industrial paints today still contain lead. Lead overexposure is one of the leading causes of workplace illnesses in the United States. Lead exposure can occur through the inhalation or ingestion of lead containing dust that is generated during construction, repair, or renovation activities. The primary lead hazard involves the disturbance of lead-based paint. Paint must be tested to determine if it contains lead and paint that has not been tested must be assumed to contain lead. Additional materials that may contain lead include lead solder, glazing, stained glass, sink liners, sink traps, fume hood counterweights, roofing materials, gutters, and downspouts. Employee's that are found to disregard or be negligent with this policy will face disciplinary action and or possible termination.

- No employee should attempt to cut, remove, or disturb any lead containing materials without prior approval from management and is equipped with all the proper safety equipment, training, and PPE to protect all employees while working.
- ProTec Management will determine if any materials are lead containing products. If it is determined to contain lead, testing by a third-party laboratory will take place prior to any work.
- Protective Measures: The following protective measures shall be implemented when disturbing lead containing materials: A Site-Specific Lead Compliance Plan shall be completed prior to beginning work. Lead safe work practices aimed at minimizing lead dust and fumes shall be utilized (wet work methods and avoid use of power tools).
- The proper PPE shall be worn including disposable coveralls, gloves, eye protection and respiratory protection.
- The work area shall be isolated using negative pressure ventilation machines, polyethylene sheeting, and signs posted warning of protentional lead exposure.
- Surfaces must be protected from contamination with polyethylene sheeting and the waste generated must be collected.
- Clean up shall be performed with a HEPA vacuum or wet mop (do not use a shop vac or compressed air).
- PPE must be removed before leaving the work area. Workers must wash their hands and face before eating and drinking and at the end of the shift.

Generator Safety

Operating a generator requires strict safety practices to prevent injury, property damage, and hazardous exposure. Follow these guidelines to ensure safe operation:

- Ventilation: Never operate a generator in an enclosed or partially enclosed truck bed Generators emit carbon monoxide (CO), a deadly, odorless gas. Always ensure adequate ventilation and direct exhaust away from people, vehicles, bedliners, and air intakes.
- Using Generators with a Bedliner: Be cautious when running a generator in a truck bed with a plastic or spray-on bedliner. Bedliners can trap heat and are often made of flammable materials. Always place the generator on a non-combustible surface and ensure adequate airflow beneath and around the generator to prevent heat buildup and fire risk.
- Secure the Generator: Ensure the generator is properly secured in the truck bed using heavy-duty straps or a mounting system to prevent movement during transport and operation.
- Flat Surface Placement: Operate the generator on a stable, level surface to avoid tipping, vibration-related damage, or fuel spillage.
- Fuel Safety: Only refuel when the generator is turned off and has completely cooled down. Store fuel in approved containers, away from the generator and direct sunlight.
- Keep Away from Combustible Materials: Never operate a generator near gasoline, oil, cleaning chemicals, dry leaves, or other flammable materials. Maintain a 3-foot clearance around the generator to reduce the risk of fire.
- Electrical Safety: Use outdoor-rated, heavy-duty extension cords suitable for the power load. Keep cords elevated, dry, and free from pinch points or tripping hazards.
- Use of GFCIs: Always use Ground Fault Circuit Interrupters (GFCIs) when operating generators outdoors or in damp conditions. GFCIs help protect against electrical shock. Use generators with built-in GFCI outlets or add a GFCI adapter to the power connection.
- Noise Awareness: Generators can be loud. Use hearing protection when working nearby and be mindful of local noise ordinances.
- Dusty Work Areas: When operating a generator in dusty environments—such as construction sites, unpaved roads, or dry, windy areas—dust can quickly clog the air filter. This reduces airflow to the engine, leading to decreased performance, overheating, increased fuel consumption, and premature engine wear. To prevent damage, check and clean the air filter regularly.
- Inspection and Maintenance: Before each use, inspect the generator for signs of wear, damage, leaks, or loose connections. Follow the manufacturer’s maintenance schedule for oil changes, filter replacement, and general upkeep.

- Use Two or More People: For heavy generators, team lifting is essential. Attempting to lift heavy equipment alone increases the risk of back injuries, muscle strain, and dropped equipment.
- Coordinate the Lift: Designate one person as the lead to count down and guide the movement. Lift together in unison with the command (e.g., “1, 2, 3, lift”) to ensure everyone moves at the same time.
- Lift with Legs, Not Back: Each person should squat down, keep their back straight, and lift with their legs. Keep the generator close to the body while lifting.
- Communicate Throughout: Maintain verbal communication during the lift, especially if anyone needs to stop or reposition. Always speak up if the load becomes unstable.

Construction Ergonomics

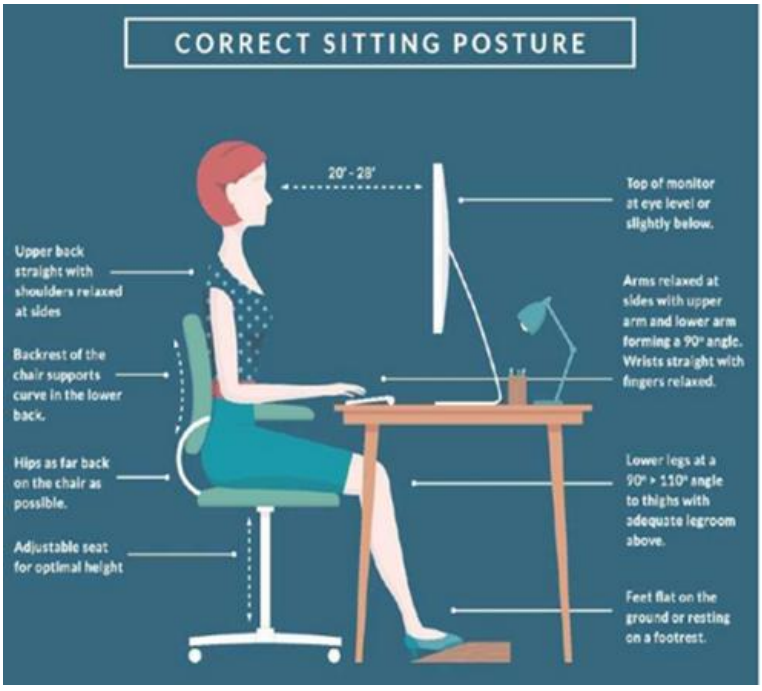
To promote safety, comfort, and injury prevention while performing construction tasks, follow these ergonomic best practices:

- Proper Lifting: Bend at the knees, not the waist. Keep heavy materials close to your body and lift using your legs, not your back. Avoid twisting while lifting.
- Push, Don't Pull: When moving carts, wheelbarrows, or heavy equipment, push instead of pulling. Pushing puts less strain on your back and shoulders.
- Ergonomic Tools and Equipment: Use tools with padded grips, reduced vibration, and lighter weight to lower the risk of repetitive strain injuries. Power tools should be well-maintained to reduce effort and vibration exposure.
- Maintain Good Posture: Keep your back straight, shoulders relaxed, and wrists in a neutral position while working. Avoid awkward postures like overreaching or working overhead for long periods.
- Change Positions Often: Rotate between tasks and avoid holding the same posture too long. Alternate between standing, walking, kneeling, and stretching to reduce fatigue and discomfort.
- Break Up Tasks: Don't do the same task for hours on end. Break large or repetitive jobs into smaller segments with short rest or stretch breaks in between to reduce strain and improve focus.
- Wear Proper Footwear: Choose boots with good arch support, shock absorption, and slip-resistant soles. Proper footwear helps prevent slips, trips, and fatigue, especially on uneven or wet surfaces.
- Avoid Overreaching: Use ladders, scaffolds, or long-handled tools to reach high or low areas. Overreaching can strain your back, shoulders, and arms.
- Break Loads into Smaller Parts: Instead of lifting one heavy load, split it into smaller, manageable portions. This reduces strain and lowers the chance of injury.
- Team Lifting: For heavy or awkward loads, use a team lift. Make sure everyone lifts together and communicates clearly throughout the process.

Office Ergonomics

To create a comfortable, healthy, and productive workspace, follow these ergonomic best practices:

- Chair: Use a chair that supports your lower back and promotes good posture. Adjust the height so your feet rest flat on the floor, and your knees are at a 90-degree angle.
- Desk: Set your desk height so your elbows form a 90-degree angle while typing. Your forearms should be parallel to the floor.
- Monitor: Position your monitor at eye level and about an arm's length away to avoid neck strain. The top of the screen should be at or just below eye level.
- Keyboard & Mouse: Keep them close to your body with your wrists in a straight, neutral position. Consider using a wrist rest if needed.
- Posture: Maintain a relaxed, upright posture. Keep your shoulders back, ears aligned with your shoulders, and avoid leaning forward. Your back should be straight, with your hips positioned as far back in the chair as possible.
- Sitting & Standing: Alternate between sitting and standing throughout the day to improve circulation and reduce muscle fatigue. Use a sit-stand desk if available, and change positions every 30 to 60 minutes.
- Break Up Tasks: Avoid prolonged sitting by dividing long tasks into smaller segments. Take regular breaks and focus on one task at a time to reduce mental fatigue and physical strain.
- Proper Lifting Technique: When lifting heavy objects, bend at the knees instead of the waist. Keep the object close to your body and use your leg muscles to lift.



Janitorial Ergonomics

To promote safety, comfort, and injury prevention while performing janitorial tasks, follow these ergonomic best practices:

- Proper Lifting: Always bend at the knees—not the waist—when lifting heavy objects. Keep the load close to your body and use your leg muscles to lift.
- Push, Don't Pull: When moving carts or heavy equipment, push instead of pulling. Pushing requires less effort and reduces strain on your back and shoulders.
- Adjustable Tools: Use mops, brooms, and vacuums with adjustable handles. Adjust tools to your height to avoid awkward bending or overreaching.
- Ergonomic Cleaning Equipment: Select lightweight, ergonomically designed tools that reduce strain, limit repetitive motion, and improve efficiency.
- Posture: Maintain a neutral, upright posture during tasks. Keep your back straight, shoulders relaxed, and avoid hunching or twisting your spine. When standing for long periods, shift your weight occasionally to reduce stress on the lower back and legs.
- Frequent Posture Changes: Alternate between standing, walking, and bending to avoid muscle fatigue. Take short breaks or stretch periodically to maintain flexibility.
- Use Proper Footwear: Wear slip-resistant footwear with good arch support and cushioning to reduce fatigue and prevent slips and falls. Footwear should meet ANSI (American National Standards Institute) or ASTM slip-resistance standards to ensure adequate traction on wet or slick surfaces.
- Avoid Overreaching: Use long-handled tools or step stools to access high or low areas safely. Avoid stretching or twisting your body to reach difficult spots.
- Break Heavy Trash Bags into Smaller Portions: When dealing with heavy trash bags, break them into smaller portions to make lifting and disposal easier and reduce strain on your body.
- Team Lifts: For particularly heavy or bulky items, always use a team lift to distribute the weight and reduce the risk of injury. Make sure everyone is coordinated and communicates throughout the lift.

I Chose To Look the Other Way
by: Don Merrell

I could have saved a life that day,
But I chose to look the other way.
It wasn't that I didn't care;
I had the time, and I was there.

But I didn't want to seem a fool,
Or argue over a safety rule.
I knew he'd done the job before;
If I spoke up he might get sore.

The chances didn't seem that bad;
I'd done the same, he knew I had.
So I shook my head and walked by;
He knew the risks as well as I.

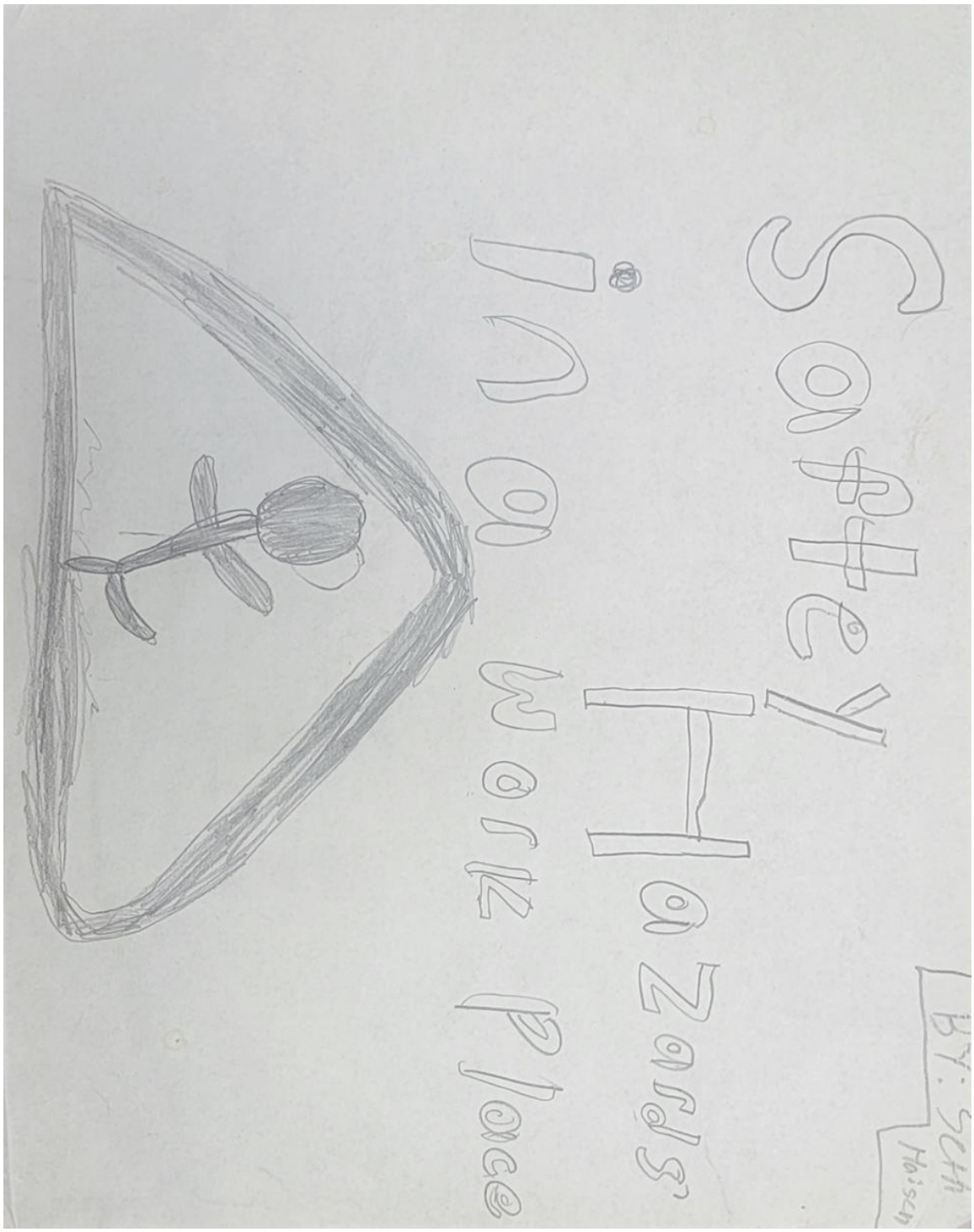
He took the chance, I closed an eye;
And with that act, I let him die.
I could have saved a life that day,
But I chose to look the other way.

Now every time I see his wife,
I know I should have saved his life.
That guilt is something I must bear;
But isn't' something you need to share.

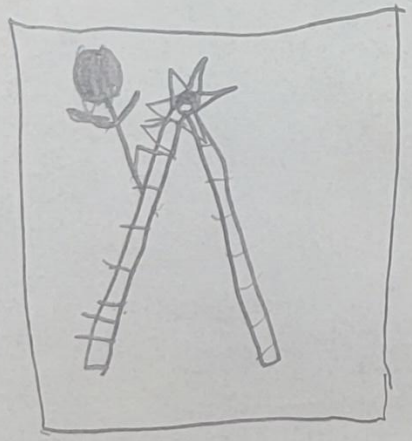
If you see a risk that others take
That puts their health or life at stake,
The question asked or thing you say;
Could help them live another day.

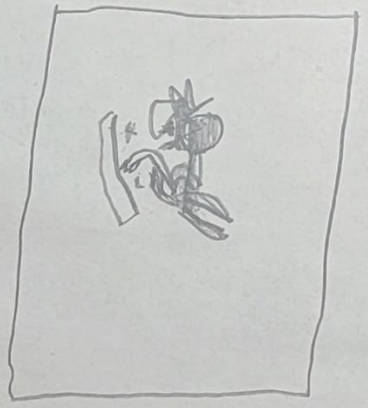
If you see a risk and walk away,
Then hope you never have to say,
"I could have saved a life that day,
But I chose to look the other way."

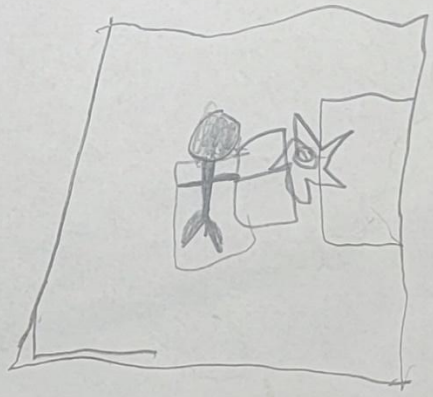
Contributions from Protecian's Children



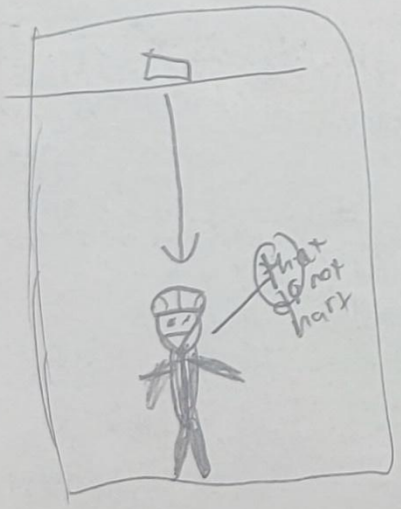
Make sure that your latter and tools coury replaced every year or so. Do not mess around with the competers' because you may get skock bad!!
When you are welding wore a mask to protec your face and eyes. During the proscet of welding With the trucks back in\ out. make sure that there is space beteen the truck and your door.

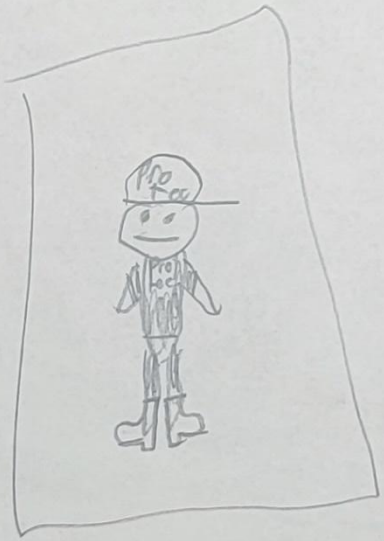


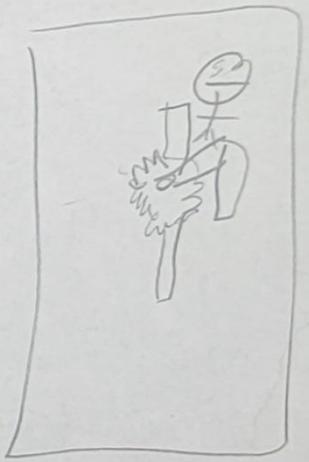




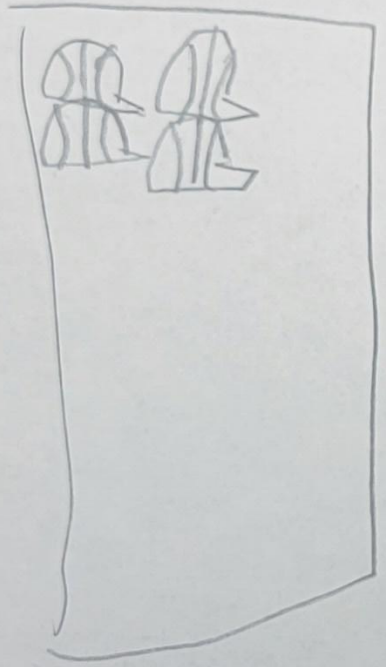
In a work zone make sure that you are wareing a helmet to be safe. Where work attire, boots, Jeans, hat and a Protea t-shirt. Be Conscus when useing cutting equitment. Use the tools in the right way. Keep working so you can do your best. While you are waiting for your employe read a book instead of messing around.

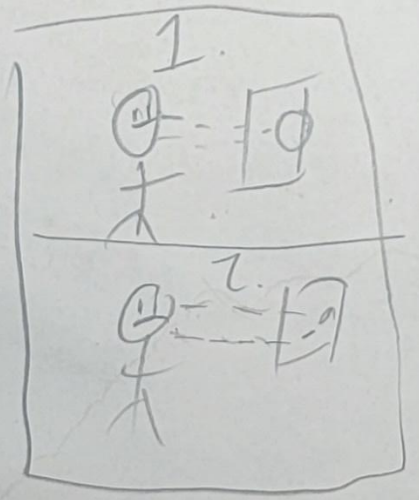


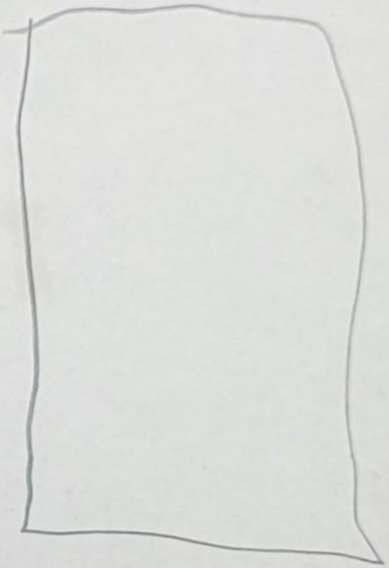




Make sure that you have spare helmets in your truck. Make sure you double check everything to be safe for the conofer.







Practice Safety in all YOU do.

Your Family, Your Friends, Your Company...They all depend on YOU!