



Basile Construction Inc.

Code of Safe Practices

General

1. All persons shall follow these safe practices rules, render every possible aid to safe operations, and report all unsafe conditions or practices to the foreman, superintendent or safety officer.
2. Foremen shall insist on employees observing and obeying every rule, regulation, and order as is necessary to the safe conduct of the work, and shall take such action as is necessary to obtain observance.
3. Anyone known to be under the influence of drugs or intoxicating substances which impair the employee's ability to safely perform the assigned duties shall not be allowed on the job while in that condition.
4. Horseplay, scuffling, and other acts which tend to have an adverse influence on the safety or well-being of the employees shall be prohibited.
5. Work shall be well planned and supervised to prevent injuries in the handling of materials and in working together with equipment.
6. Employees shall not enter manholes, underground vaults, chambers, tanks, silos, or other similar places that receive little ventilation, unless it has been determined that it is safe to enter.
7. Workers shall not handle or tamper with any electrical equipment, machinery, or air or water lines in a manner not within the scope of their duties, unless they have received instructions from their foreman.
8. All injuries shall be reported promptly to the foreman or superintendent so that arrangements can be made for medical or first aid treatment.
9. When lifting heavy objects, the larger muscles of the legs instead of the smaller muscles of the back shall be used.
10. Inappropriate footwear or shoes with thin or badly worn soles shall not be worn.
11. Materials, tools, or other objects shall not be thrown until proper precautions are taken to protect others from the falling objects.
12. Work shall be so arranged that employees are able to face ladder and use both hands while climbing.

13. Employees shall cleanse thoroughly after handling hazardous substances, and follow special instructions from authorized source.

Use of Tools Machinery and Equipment

1. All tools and equipment shall be maintained in safe working condition
2. All non-serviceable tools or equipment shall be removed from service and tagged "Defective"
3. Only appropriate tools shall be used for the job
4. Only authorized persons shall operate machinery or equipment
5. Loose or frayed clothing, or long hair, dangling ties, finger rings, etc., shall not be worn around moving machinery or other sources of entanglement

Trenching and Excavations

1. All employees who participate in excavation work activities shall be informed and aware of the basic Hazards
2. Competent persons shall receive specific training.
3. A competent person shall inspect the excavation and protective systems daily before the start of work and throughout the day as conditions change.
4. The competent person shall have the authority to implement corrective action as necessary.
5. The excavation operation shall be pre-planned to identify safe work practices, hazard recognition procedures, and soil determination/analysis tasks.
6. Prior to beginning excavation work, underground utilities shall be located and identified, existing utilities will be located with hand tools before using power equipment.
7. Prior to beginning excavation work adjacent structures shall be supported or removed
8. Protective systems shall be in place to protect employees from cave-in in trenches deeper than 5 feet or as needed
9. The area adjacent to the excavation shall be evaluated for previously backfilled excavations or the potential for vibration and possibly additional shoring or bracing may need to be provided.
10. Excavation sites shall be tested for oxygen deficiency or the presence of other hazardous atmosphere conditions prior to entry when a hazardous atmosphere can reasonably be expected.
11. Basile employees shall not enter or work in excavations with a hazardous atmosphere.
12. Water accumulation shall be prevented whenever possible and adequate precautions shall be implemented to protect employees as applicable
13. Excavated material and all tools/equipment shall be retained 2 or more feet from the edge of the excavation so they do not fall into the excavation
14. Employees shall stay away from equipment loading or unloading material
15. Employees shall be protected from loads or objects falling from lifting or excavating equipment
16. Employees shall wear all required personal protective equipment as appropriate
17. Appropriate barricades, signs, and other protective devices shall be in place to protect the public
18. All equipment and materials shall be in good working condition
19. Stairs or ladders shall be provided when employees enter excavations over 4 feet deep
20. An exit shall be provided within 25 feet of every employee in the excavation.