Platinum
VAPOR RECOVERY & BURNER MANAGEMENT

Health, Safety & Environmental Program

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Platinum Control Technologies

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Platinum Control Technologies

HSE Mission Statement	SAFETY IS EVERYONE'S RESPONSIBILITY
Safety Director	Alex Garay
Phone Number	817-529-6485
Revision Date	8/21/2023

CHAPTER 1

1 HSE Mission Statement

1.1 The Health, Safety and Environmental Department (HSE) supports the overall mission and goals of Platinum Control Technologies by developing, implementing, and administering comprehensive environmental health and safety services, policies, and procedures throughout the organization.

1.2 HSE seeks to develop and implement sound and effective policies and procedures that protect public health, prevent personal injury, and maintain regulatory compliance in the areas of chemical, biological, and radiation safety; occupational health and safety; and environmental stewardship.

1.3 We are dedicated to reducing injuries, accidents and environmental impact and ensuring compliance.

1.4 We achieve this by providing high-quality training, comprehensive workplace evaluation, emergency response, hazardous materials management from acquisition to disposal and by managing regulatory information.

2 Responsibilities

2.1 Safety is the responsibility of every employee, and everyone participates in activities to ensure a safe work environment.

2.2 Alex Garay and Safety Committee are responsible for leadership of the overall safety effort and for providing all resources which are necessary for an effective program of accident prevention.

2.3 Supervisors are responsible for maintaining safe work conditions within their areas and for ensuring that all operations are carried out with the utmost regard for safety.

2.4 Each employee is responsible for consistently following all established safety procedures, for promptly reporting potential hazards, and for fostering a proactive culture focused on the safe and responsible use of Platinum Control Technologies's facilities.

2.5 Maintaining a safe work environment is a top priority and must be a personal goal of every employee.

Endorsed By: (Title)			
Signature:		Date:	

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CHAPTER 2

1 Access to Medical Records Program

1.1 The purpose of this program is to provide employees and their designated representatives a right of access to relevant exposure and medical records.

1.2 Platinum Control Technologies will provide representatives of the Assistant Secretary a right of access to these records in order to fulfill responsibilities under the Occupational Safety and Health Act.

1.3 Access by employees, their representatives, and the Assistant Secretary is necessary to yield both direct and indirect improvements in the detection, treatment, and prevention of occupational disease.

1.4 Platinum Control Technologies has developed the following policy on Access to Medical Records to ensure that our employees are aware and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees on how to access theses records.

4.2 Employees will be informed of the existence, location, availability, and the person responsible for maintaining and providing access to records and the rights of company employees to those records.

4.3 Employees will be informed upon their initial assignment and annually thereafter.

5 Preservation of Records

5.1 Unless a specific occupational safety and health standard provides a different period of time, Platinum Control Technologies will assure the preservation and retention of records as follows:

5.1.1 "Employee medical records." The medical record for each employee must be preserved and maintained for at least the duration of employment plus thirty (30) years, except that the following types of records need not be retained for any specified period:

5.1.2 Health insurance claims records maintained separately from the employer's medical program and its records,

5 Preservation of Records Continued

5.1.2.1 First aid records (not including medical histories) of one-time treatment and subsequent observation of minor scratches, cuts, burns, splinters, and the like which do not involve medical treatment, loss of consciousness, restriction of work or motion, or transfer to another job, if made on-site by a non-physician and if maintained separately from the employer's medical program and its records, and

5.1.2.2 The medical records of employees who have worked for less than (1) year for the employer need not be retained beyond the term of employment if they are provided to the employee upon the termination of employment.

5.1.3 "Employee exposure records." Each employee exposure record must be preserved and maintained for at least thirty (30) years, except that:

5.1.3.1 Background data to environmental (workplace) monitoring or measuring, such as laboratory reports and worksheets, need only be retained for one (1) year so long as the sampling results, the collection methodology (sampling plan), a description of the analytical and mathematical methods used, and a summary of other background data relevant to interpretation of the results obtained, are retained for at least thirty (30) years; and

5.1.3.2 Safety data sheets and records concerning the identity of a substance or agent need not be retained for any specified period as long as some record of the identity (chemical name if known) of the substance or agent, where it was used, and when it was used is retained for at least thirty (30) years an

5.1.3.3 Safety data sheets must be kept for those chemicals currently in use that are affected by the Hazard Communication Standard.

5.1.4 Biological monitoring results designated as exposure records by specific occupational safety and health standards must be preserved and maintained as required by the specific standard.

5.1.5 "Analyses using exposure or medical records." Each analysis using exposure or medical records must be preserved and maintained for at least thirty (30) years.

5.1.6 Nothing in this section is intended to mandate the form, manner, or process by which an employer preserves a record so long as the information contained in the record is preserved and retrievable, except that chest X-ray films must be preserved in their original state.

6 Access to Records

6.1 Whenever an employee or designated representative requests access to a record, Platinum Control Technologies will assure that access is provided in a reasonable time, place, and manner.

6.2 If Platinum Control Technologies cannot reasonably provide access to the record within fifteen (15) working days, Platinum Control Technologies within the fifteen (15) working days apprise the employee or designated representative requesting the record of the reason for the delay and the earliest date when the record can be made available.

6.3 Whenever an employee or designated representative requests a copy of a record, Platinum Control Technologies assures that either:

6.3.1 A copy of the record is provided without cost to the employee or representative,

6.3.2 The necessary mechanical copying facilities (e.g., photocopying) are made available without cost to the employee or representative for copying the record, or

6.3.3 The record is loaned to the employee or representative for a reasonable time to enable a copy to be made.

6.3.4 In the case of an original X-ray, the employer may restrict access to on-site examination or make other suitable arrangements for the temporary loan of the X-ray.

7 Employee Exposure Records

7.1 Platinum Control Technologies upon request, assure the access to each employee and designated representative to employee exposure records relevant to the employee at no cost.

7.2 For the purpose of this section, an exposure record relevant to the employee consists of:

7.2.1 A record which measures or monitors the amount of a toxic substance or harmful physical agent to which the employee is or has been exposed.

7.2.2 In the absence of such directly relevant records, such records of other employees with past or present job duties or working conditions related to or similar to those of the employee to the extent necessary to reasonably indicate the amount and nature of the toxic substances or harmful physical agents to which the employee is or has been subjected, and

7.2.3 Exposure records to the extent necessary to reasonably indicate the amount and nature of the toxic substances or harmful physical agents at workplaces or under working conditions to which the employee is being assigned or transferred.

7 Employee Exposure Records Continued

7.3 Requests by designated representatives for unconsented access to employee exposure records must be in writing and must specify with reasonable particularity:

7.3.1 The record requested to be disclosed and

7.3.2 The occupational health need for gaining access to these records.

7.4 Company employee exposure records will be retained for the length of employment of the employee plus thirty (30) years.

8 Employee Medical Records

8.1 Platinum Control Technologies assures the access of each employee to employee medical records of which the employee is the subject and

8.1.1 The access of each designated representative to the employee medical records of any employee who has given the designated representative specific written consent.

8.2 "Employee medical record" means a record concerning the health status of an employee which is made or maintained by a physician, nurse, or other health care personnel, or technician, including:

8.2.1 Medical and employment questionnaires or histories (including job description and occupational exposures),

8.2.2 The results of medical examinations (pre-employment, pre-assignment, periodic, or episodic) and laboratory tests (including chest and other X-ray examinations taken for the purpose of establishing a base-line or detecting occupational illnesses and all biological monitoring not defined as an "employee exposure record"),

8.2.3 Medical opinions, diagnoses, progress notes, and recommendations,

8.2.4 First aid records,

8.2.5 Descriptions of treatments and prescriptions, and

8.2.6 Employee medical complaints.

8.3 "Employee medical record" does not include medical information in the form of:

8.3.1 Physical specimens (e.g., blood or urine samples) which are routinely discarded as a part of normal medical practice, or

8.3.2 Records concerning health insurance claims if maintained separately from the employer's medical program and its records, and not accessible to the employer by employee name or other direct personal identifier (e.g., social security number, payroll number, etc.), or

8.3.3 Records created solely in preparation for litigation which are privileged from discovery under the applicable rules of procedure or evidence; or

8.3.4 Records concerning voluntary employee assistance programs (alcohol, drug abuse, or personal counseling programs) if maintained separately from the employer's medical program and its records.

9 Analyses using Exposure or Medical Records

9.1 Employees and designated representative will have access to each analysis using exposure or medical records concerning the employee's working conditions or workplace.

9.2 Whenever access is requested to an analysis which reports the contents of employee medical records by either direct identifier (name, address, social security number, payroll number, etc.) or by information which could reasonably be used under the circumstances indirectly to identify specific employees (exact age, height, weight, race, sex, date of initial employment, job title, etc.), Platinum Control Technologies assures that personal identifiers will be removed before access is provided. If the employer can demonstrate that removal of personal identifiers from an analysis is not feasible, access to the personally identifiable portions of the analysis need not be provided.

10 Employee Information

10.1 It is the policy of Platinum Control Technologies that upon an employee's first entering into employment, and at least annually thereafter to covered the following:

10.1.1 The existence, location, and availability of any records covered by this section;

10.1.2 The person responsible for maintaining and providing access to records; and

10.1.3 Each employee's rights of access to these records.

10.1.4 Platinum Control Technologies will keep a copy of this section and its appendices, and make copies readily available, upon request, to employees and will also distribute to current employees any informational materials concerning this section which are made available to the employer by the Assistant Secretary of Labor for Occupational Safety and Health.

11 Transfer of Records

11.1 In the instance that Platinum Control Technologies is ceasing to do business, all records subject to this section will be transferred to the successor employer. The successor employer will receive and maintain these records.

11.2 In the instance that Platinum Control Technologies is ceasing to do business and there is no successor employer to receive and maintain the records subject to this standard, Platinum Control Technologies will also notify affected current employees of their rights of access to records at least three (3) months prior to the cessation of the employer's business.

12 Environmental or Biological Monitoring Records

12.1 It's our determination to record the records of environmental monitoring of the workplace, which includes the monitoring or measuring of a toxic substance(s) or harmful physical agent(s) to include sampling, personal, area, wipe, grab, as well as associated collection and analytical methodologies, computations, and other relevant data must be maintained for the length of the company employee's employment plus 30 years.

12.2 All records of biological monitoring of the workplace include absorption of toxic substance(s) or harmful physical agent(s) by systems of the body to include the level of chemicals contained in the hair, breath, urine, blood, and fingernails.

12.3 We do not require the results of biological monitoring which assess a company employee's drug and alcohol use.

CHAPTER 3

1 Aerial Lifts Program

1.1 An aerial lift is any vehicle-mounted device used to elevate personnel, including:

1.1.1 Extendable boom platforms,

1.1.2 Aerial ladders,

1.1.3 Articulating (jointed) boom platforms,

1.1.4 Vertical towers and

1.1.5 Any combination of the above.

1.2 Aerial lifts have replaced ladders and scaffolding on many job sites due to their mobility and flexibility.

1.3 They may be made of metal, fiberglass reinforced plastic, or other materials. They may be powered or manually operated, and are considered to be aerial lifts whether or not they can rotate around a primarily vertical axis.

1.4 Platinum Control Technologies has developed the following policy on Aerial Lifts to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, hard hats, work gloves, work boots, eye & ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of Aerial Lifts.

4.2 Only trained and authorized persons are allowed to operate an aerial lift.

4.3 Training includes:

4.4 Explanations of electrical, fall, and falling object hazards,

4.5 Procedures for dealing with hazards,

4.6 Recognizing and avoiding unsafe conditions in the work setting,

4 Training Continued

4.7 Instructions for correct operation of the lift (including maximum intended load and load capacity),

4.8 Demonstrations of the skills and knowledge needed to operate an aerial lift before operating it on the job,

4.9 When and how to perform inspections and

4.10 Manufacturer's requirements.

5 Retraining

5.1 Workers will be retrained if any of the following conditions occur:

5.1.1 An accident occurs during aerial lift use,

5.1.2 Workplace hazards involving an aerial lift are discovered, or

5.1.3 A different type of aerial lift is used.

5.2 Workers who are observed operating an aerial lift improperly will be retrained.

6 Pre-Start Inspection

6.1 No company employee shall use any aerial lift equipment having an obstructed view to the rear unless the vehicle has a reverse signal alarm audible above the surrounding noise level or the vehicle is backed up only when an observer signals that it is safe to do so.

6.2 Prior to each work shift, conduct a pre-start inspection to verify that the equipment and all its components are in safe operating condition. Follow the manufacturer's recommendations and include a check of:

6.2.1 Vehicle components:

6.2.1.1 Proper fluid levels (oil, hydraulic, fuel and coolant),

6.2.1.2 Leaks of fluids,

6.2.1.3 Wheels and tires,

6.2.1.4 Battery and charger,

6.2.1.5 Lower-level controls,

6.2.1.6 Horn, gauges, lights,

6.2.1.7 Backup alarms (equipped on Aerial devices),

6.2.1.7.1 A spotter will be used when backing if a backup alarm is in-operable.

6.2.1.8 Steering and brakes.

6 Pre-Start Inspection Continued

6.2.2 Lift components:

6.2.2.1 Operating and emergency controls,

6.2.2.2 Personal protective devices,

6.2.2.3 Hydraulic, air, pneumatic, fuel and electrical systems,

6.2.2.4 Fiberglass and other insulating components,

6.2.2.5 Missing or unreadable placards, warnings, or operational, instructional and control markings,

6.2.2.6 Mechanical fasteners and locking pins,

6.2.2.7 Cable and wiring harnesses,

6.2.2.8 Outriggers, stabilizers and other structures,

6.2.2.9 Loose or missing parts,

6.2.2.10 Guardrail systems.

6.3 Do not operate any aerial lift if any of these components are defective until it is repaired by a qualified person. Remove defective aerial lifts from service (tag out) until repairs are made.

6.4 Lift controls shall be tested each day prior to use to determine that such controls are in safe working condition.

7 Work Zone Inspections

7.1 Platinum Control Technologies will assure that work zones are inspected for hazards and take corrective actions to eliminate such hazards before and during operation of an aerial lift. Items to look for include:

7.1.1 Drop-offs, holes, or unstable surfaces such as loose dirt,

7.1.2 Inadequate ceiling heights,

7.1.3 Slopes, ditches, or bumps,

7.1.4 Debris and floor obstructions,

7.1.5 Overhead electric power lines and communication cables,

7.1.6 Other overhead obstructions,

7.1.7 Other hazardous locations and atmospheres,

7.1.8 High wind and other severe weather conditions, such as ice and

7.1.9 The presence of others in close proximity to the work.

8 Fall Protection

8.1 A personal fall arrest or travel restraint system must be worn and attached to the boom or basket when working from an aerial lift. The program prohibits operators from attaching their personal fall arrest system or travel restraint system to adjacent poles or structures.

8.2 Ensure that access gates or openings are closed.

8.3 Stand firmly on the floor of the bucket or lift platform.

8.4 Do not climb on or lean over guardrails or handrails.

8.5 Do not use planks, ladders, or other devices as a working position.

8.6 Use a body harness or a restraining belt with a lanyard attached to the boom or bucket.

8.7 Do not belt-off to adjacent structures or poles while in the bucket.

9 Operation/Traveling/Loading

9.1 Do not exceed the load-capacity limits. Take the combined weight of the worker(s), tools and materials into account when calculating the load.

9.2 Do not use the aerial lift as a crane.

9.3 Do not carry objects larger than the platform.

9.4 Do not drive with the lift platform raised (unless the manufacturer's instructions allow this).

9.5 Do not moving the aerial lift when the boom is elevated in a working position with men in the basket, except for equipment which is specifically designed for this type of operation

9.6 Do not operate lower level controls unless permission is obtained from the worker(s) in the lift (except in emergencies).

9.7 Do not exceed vertical or horizontal reach limits.

9.8 Do not operate an aerial lift in high winds above those recommended by the manufacturer.

9.9 Do not override hydraulic, mechanical, or electrical safety devices.

9.10 Do not overload the boom and basket as specified by the manufacture.

10 Overhead Protection

10.1 Be aware of overhead clearance and overhead objects, including ceilings.

10.2 Do not position aerial lifts between overhead hazards if possible.

10.3 Treat all overhead power lines and communication cables as energized, and stay at least 10 feet (3 meters) away.

10.4 Ensure that the power utility or power line workers de-energize power lines in the vicinity of the work.

11 Stability in the Work Zone

11.1 Set outriggers on pads or on a level, solid surface.

11.2 Set brakes when outriggers are used.

11.3 Use wheel chocks on sloped surfaces when it is safe to do so.

11.4 Set up work zone warnings, such as cones and signs, when necessary to warn others.

11.5 Insulated aerial lifts offer protection from electric shock and electrocution by isolating you from electrical ground. However, an insulated aerial lift does not protect you if there is another path to ground (for instance, if you touch another wire). To maintain the effectiveness of the insulating device, do not drill holes in the bucket.

12 Modifications

12.1 It is the policy of Platinum Control Technologies that modifications to the equipment are not authorized unless:

12.1.1 The modification has been certified in writing by the manufacturer or by any equivalent entity.

13 Clearance Distance

13.1 It is a requirement of Platinum Control Technologies that a minimum clearance between electrical lines and any part of the equipment is at least 10 feet.

13.2 For lines rated 50 kV or below, minimum clearance between the lines and any part of the equipment or load shall be at least 10 feet.

13.3 If the aerial lift is insulated for the voltage involved, and if the work is performed by a qualified person, the clearance distance (between the uninsulated portion of the aerial lift and the power line) may be referenced to the distance provided in Table S-5.

14 Highway Travel

14.1 It is a requirement of Platinum Control Technologies that before the truck is moved for highway travel aerial ladders must be secured in the lower traveling position by the locking device above the truck cab, and the manually operated device at the base of the ladder, or by other equally effective means.

14.2 Before moving an aerial lift for travel, the boom(s) must be inspected to see that it is properly cradled and outriggers are in stowed position.

15 Articulating & Extensible Booms

15.1 Articulating boom and extensible boom platforms, primarily designed as personnel carriers, must have both platform (upper) and lower controls.

15.2 Lower level controls must not be operated unless permission has been obtained from the employee in the lift, except in case of emergency.

16 Table S-5 - Approach Distances for Qualified Employees - Alternating Current

Voltage range (phase to phase)	Minimum approach distance
300V and less.....	Avoid Contact
Over 300V, not over 750V.....	1 ft. 0 in. (30.5 cm).
Over 750V, not over 2kV.....	1 ft. 6 in. (46 cm).
Over 2kV, not over 15kV.....	2 ft. 0 in. (61 cm).
Over 15kV, not over 37kV.....	3 ft. 0 in. (91 cm).
Over 37kV, not over 87.5kV.....	3 ft. 6 in. (107 cm).
Over 87.5kV, not over 121kV.....	4 ft. 0 in. (122 cm).
Over 121kV, not over 140kV.....	4 ft. 6 in. (137 cm).

Platinum Control Technologies

Assured Equipment Grounding Conductor Program (GFCI)	Reference: 29 CFR 1926.404	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 4

1 Assured Equipment Grounding Conductor Program (GFCI)

1.1 The assured equipment grounding conductor program covers all cord sets, receptacles which are not a part of the permanent wiring of the building or structure, and equipment connected by cord and plug which are available for use or used by employees.

1.2 Platinum Control Technologies has developed the following policy on assured equipment grounding conductors to comply with health safety and environmental regulations set out by the clients this company works for.

1.3 It is a requirement of Platinum Control Technologies that assured equipment grounding conductors (GFCI) will be used always while operating equipment that requires electricity.

2 Competent Person

2.1 Alex Garay is the competent person responsible for the program.

3 Inspections

3.1 Daily, prior to the start of any work activates requiring electricity, an inspection must be done on all cords and equipment.

3.2 The inspection will look for any signs of damage or defectiveness visible to the naked eye. If the equipment is deemed to be damage or defective it must be removed from service immediately.

4 Testing

4.1 It is a requirement of Platinum Control Technologies that all equipment grounding conductors must be tested for continuity and must be electrically continuous.

4.2 Each receptacle and attachment cap or plug must be tested for correct attachment of the equipment grounding conductors.

4.3 All assured equipment grounding conductors will be tested prior to:

4.3.1 First use,

4.3.2 return from service,

4.3.3 any repairs.

4.3.4 After any incident involving reasonably suspected damage. (for example, when a cord set is run over)

4.4 Testing must be completed at intervals not to exceed 3 months, except that cord sets and receptacles which are fixed and not exposed to damage shall be tested at intervals not exceeding 6 months.

4.5 Platinum Control Technologies will not make available or permit the use by employees of any equipment which has not met the requirements set out in this program.

5 Recording

5.1 It is a requirement of Platinum Control Technologies to record all test that are conducted This test record will identify each:

5.1.1 receptacle,

5.1.2 cord set,

5.1.3 and cord- and plug-connected equipment that passed the test.

5.2 The record will indicate the last date it was tested or the interval for which it was tested. This record will be kept by means of logs and will be maintained until replaced by a more current record. The record will be made available on the jobsite for inspection by the Assistant Secretary and any affected employee.

5.3 The program requires that the grounding conductor be connected to its terminal:

5.3.1 (1) Before each use,

5.3.2 (2) Before equipment is returned to service following any repairs,

5.3.3 (3) Before equipment is used such as when a cord has been run over,

5.3.4 (4) At intervals not to exceed three months,

5.3.5 (5) Cord sets and receptacles which are fixed and not exposed to damage must be tested in intervals not exceeding six months.

5.4 Tests performed under the program must be recorded as to the identify each receptacle, cord set, and cord and plug connected equipment and whether or not the aforementioned passed the test.

5.5 The documentation must include the last date tested or the interval for which it was tested.

5.6 The company documentation must be kept by log, color coding, or any other effective means and be retained.

5.7 The program requires that the records of such inspections be maintained at the job site for inspection by affected company employees and the Assistant Secretary.

6 What Are Some Other Ways to Prevent Electrical Injury?

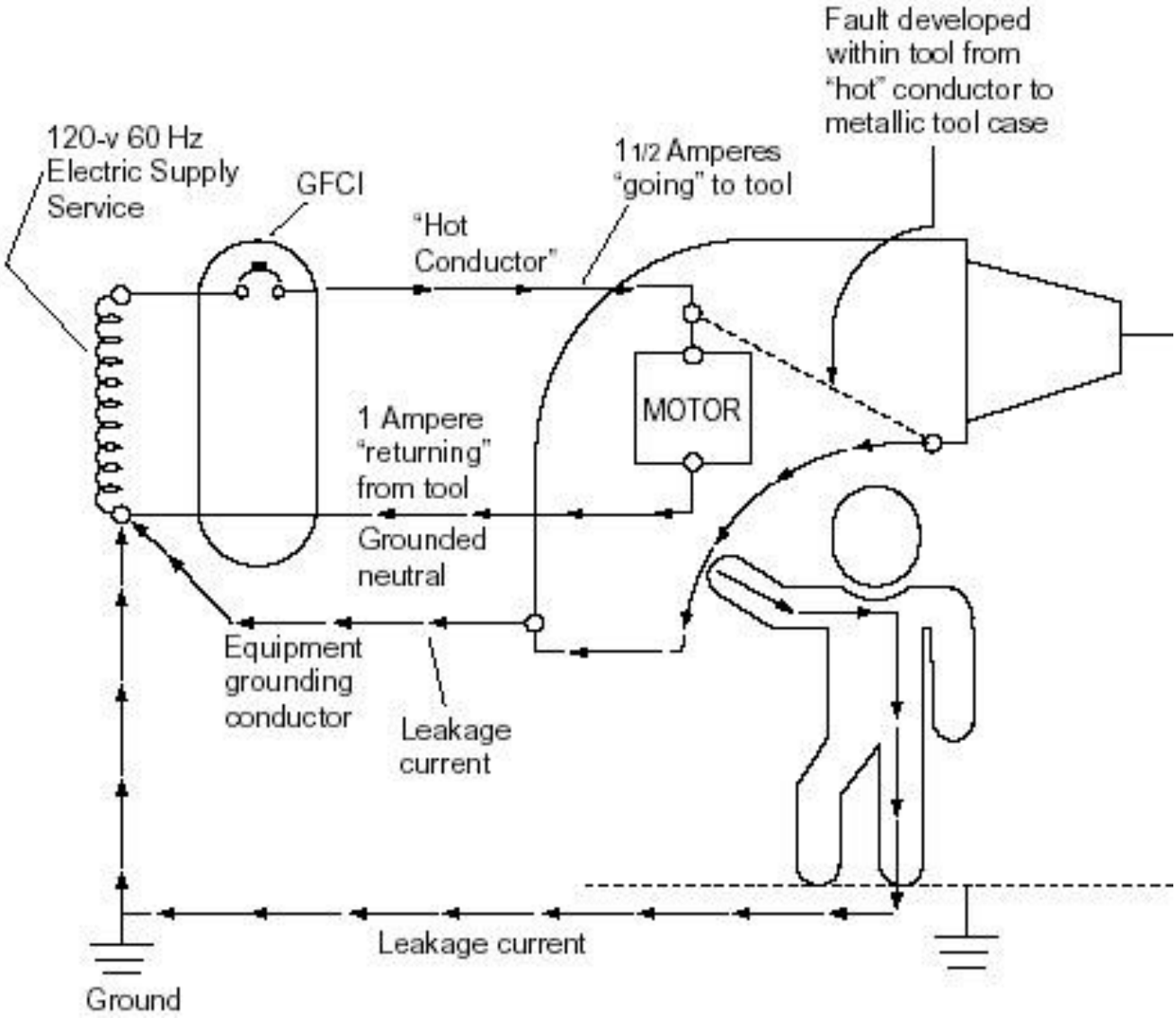
6.1 Insulation and grounding are two recognized means of preventing injury during electrical equipment operation. Conductor insulation may be provided by placing nonconductive material such as plastic around the conductor. Grounding may be achieved through the use of a direct connection to a known ground such as a metal, cold water pipe.

6.2 Consider, for example, the metal housing or enclosure around a motor or the metal box in which electrical switches, circuit breakers, and controls are placed. Such enclosures protect the equipment from dirt and moisture and prevent accidental contact with exposed wiring, however, there is a hazard associated with housings and enclosures. A malfunction within the equipment—such as deteriorated insulation—may create an electrical shock hazard. Many metal enclosures are connected to a ground to eliminate the hazard.

6.3 If a “hot” wire contacts a grounded enclosure, a ground fault results which normally will trip a circuit breaker or blow a fuse. Metal enclosures and containers are usually grounded by connecting them with a wire going to ground. This wire is called an equipment grounding conductor. Most portable electric tools and appliances are grounded by this means. There is one disadvantage to grounding: a break in the grounding system may occur without the user's knowledge.

6.4 Insulation may be damaged by hard usage on the job or simply by aging. If this damage causes the conductors to become exposed, the hazards of shocks, burns, and fire will exist. Double insulation may be used as additional protection on the live parts of a tool, but double insulation does not provide protection against defective cords and plugs or against heavy moisture conditions.

7 Ground-Fault Circuit Interrupter



7.1 GFCI monitors the difference in current flowing into the "hot" and out to the grounded neutral conductors. The difference (1/2 ampere in this case) will flow back through any available path, such as the equipment grounding conductor, and through a person holding the tool, if the person is in contact with a grounded object.

Platinum Control Technologies

Behavior Based Safety	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 5

1 Behavior Based Safety Program

1.1 The goal of a Behavior Based Safety process is to create a total safety culture in the workplace.

1.2 The process focuses on observing and correcting behaviors, not attitudes, that are critical to safety.

1.3 Employee behavior is measurable; attitudes are not. But Behavior-Based Safety can affect attitudes. Behavior-Based Safety is successful because it fully engages the entire workforce.

1.4 Platinum Control Technologies has developed the following policy on Behavior Based Safety to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vest, hard hats, work boots, work gloves, eye & ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees on Behavior Based Safety.

4.2 This training will include:

4.2.1 Program objectives and incident metrics reviewed,
4.2.2 How to conduct the observation,
4.2.3 How to complete the observation form,
4.2.4 What do the behaviors mean,
4.2.5 Feedback training and role play (mentoring and coaching),
4.2.6 Employees should be aware they may be observed at any time.

5 Design Team

5.1 A design team will be composed of hourly workers, supervisors, managers and safety personnel.

5.2 The team designs forms, establishes training protocol, collects data, sets goals, and identifies roles and responsibilities for the Behavior-Based Safety process.

6 Identify Critical Behaviors

6.1 Identify critical behaviors that are causing or have the potential to cause injury

6.2 These steps will help you identify behaviors that need to be changed.

6.3 Why the employee is performing these tasks in an unsafe manner.

6.4 Steps to identify critical behaviors:

6.4.1 Look at incident trends to determine which processes carry the greatest risk for incidents.

6.4.2 Conduct a hazard evaluation of the facility to determine the areas that have the greatest risk for an incident.

6.4.3 Look at tasks that have the potential for serious injury or death.

6.4.3.1 An example would be a confined space entry operation into a vessel that contains a toxic chemical.

6.5 Once the critical behaviors have been identified, ensure that effective engineering and/or administrative controls have been implemented.

6.6 Eliminating the hazard should be the first priority.

6.7 You can then work on changing behaviors.

6.8 Pinpoint those practices:

6.8.1 After the behaviors have been identified, break down each step in the process.

6.8.2 The steps should be detailed enough so that independent observers evaluating the same employee will get the same results.

6.8.3 For example, one of the items on the checklist is personal protective equipment (PPE). Be specific about what PPE is required. Don't leave it up to the observer to decide.

6.9 Break down the task into the following four critical behaviors:

6.9.1 PPE – Determine what personal protective equipment is required to perform the task. Be specific so that the person conducting the observation knows exactly what to look for.

6.9.2 Housekeeping – The observer will evaluate the work area and document its condition.

6.9.3 Using Tools and Equipment – The observer needs to know the appropriate tools and equipment that are to be used while performing this task. They should also understand how the tools are to be used safely.

6.9.4 Body Positioning/Protection – The observer will determine if the employee is performing the task in a manner that will protect him from strains, falling objects, exposure to a sudden release of chemicals, etc.

7 Behavior Observation Checklist

7.1 Observation checklists help provide direct, measurable information on employees' work practices.

7.2 The observer must use the checklist to document employees performing their routine task(s).

7.3 The observer must record safe and unsafe behaviors on the checklist.

7.4 This information will be used to provide feedback and measure progress toward goals.

7.5 Use the critical behaviors and practices you identified to develop the checklist.

7.6 Limit the checklist to 5 – 10 critical behaviors. This will make it simple and easy to use.

7.7 An example of a checklist for a grinding operation is shown on the next page:

7.8 Behavior Observation Checklist

Observer:		**Date:**	
Department:		**Time:**	

Operating Procedures	**Safe**	**At Risk**	**Comments**	**% Safe**
PPE: Using required personal protective equipment. Face shield, safety glasses, gloves and hearing protection				
Housekeeping: Work area maintained safely (e.g., trash and scrap picked up, no spills, walk ways clear, materials and tools organized)				
Using Tools and Equipment Guards are in place, tool rest adjusted to within 1/8," grinding wheel in good condition, grinder secured				
Body Positioning/Protecting Hand positioned to avoid pinch point.				

*To determine percent safe, divide number of safe observations by the total number of observations for each task.

8 Observation and Feedback Procedures

8.1 Observation and feedback are the most important components of the Behavior-Based Safety process.

8.2 Observation provides the data that makes this process uniquely effective.

8.3 Frequent, objective, feedback is essential in maintaining any safe behavior.

8.4 Provide positive feedback for safe behaviors, and non-threatening, instructive feedback on how to correct unsafe behaviors.

8.5 Finalize the checklist, then follow these steps to design the observation and feedback procedures:

8.5.1 Determine who will conduct the observations.

8.5.2 Determine the frequency of the observations.

8.5.3 Develop the observation procedures.

8.5.4 Determine who will provide feedback and when.

8.5.5 Give training on conducting observations and providing feedback.

9 Who will Conduct Observations

9.1 Observers will include members of the design team and additional volunteers.

9.2 One observer will be obtained from each shift or department.

9.3 Management must also allow observers and other design team members the time needed to participate in this process.

10 Frequency of Observations

10.1 The risks associated with the task will determine whether the observations are performed daily, weekly, or monthly.

10.2 If the task is high risk, the observations will be conducted daily.

10.3 Different levels of management may also conduct observations at different intervals. Peers may conduct observations weekly, supervisors biweekly, and management monthly. Having management periodically conduct observations will help with quality control.

11 Observation procedures

11.1 The observer will watch the employee work, and will use the checklist to record the number of safe and unsafe acts the employee performs.

11.2 The observations should take no longer than 15 – 20 minutes to complete.

11.3 In the example on the next page, the observer will also record the number of times appreciative and constructive feedback was given.

11.4 Positive feedback is given immediately to employees who exhibit safe behaviors.

11.5 Constructive feedback is given in a non-threatening manner to employees who exhibit unsafe behaviors.

11.6 The objective is to point out the unsafe behaviors the employee is performing, as well as the safe behaviors he should be performing.

Platinum Control Technologies

Behavior Based Safety	Reference: www.OSHA.gov
Safety Director	Alex Garay
Phone Number	817-529-6485
Revision Date	8/21/2023

12 Safety Observation Checklist

Observer:		**Date:**	
Department:		**Time:**	

Conditions	**Safe**	**At-Risk**	**Apprec. Feedback**	**Constr. Feedback**	**% Safe**
1. Forklift warning devices operational	4	1			80
2. Forklift driver's compartment free of debris	2	4			29
3. Forklift propane tank clamps locked in place	4	1			83

Platinum Control Technologies

Behavior Based Safety	Reference: www.OSHA.gov
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12 Safety Observation Checklist Continued

Behaviors	Safe	At-Risk	Apprec. Feedback	Constr. Feedback	% Safe
1. Operator's driver's license displayed above the waist	𝍸 ||				100
2. Forks 6" or less from ground when traveling	|||	||		|	60
3. Seat belts worn during forklift operation		𝍸 |		||	0
4. Sets parking brake, puts forks to floor, puts gear in neutral, and shuts off when leaving forklift unattended	|				100
5. Sounds horn when exiting trailer		||			0
6. Wears authorized safety footwear, gloves and eye protection	|||	|	||		80
7. Uses approved lift cage when transporting or elevating people					-----
8. Removes freight from side of forks	|||		|||		100
Comments:					

*To determine percent safe, divide number of safe observations by the total number of observations for each task.

13 Who will Provide Feedback and When

13.1 Who will provide the feedback?

13.1.1 Employees will be trained to be coaches,

13.1.2 Feedback will be assigned to specific positions.

13.2 How often will feedback be given?

13.2.1 Daily or weekly feedback will be conducted based on the risks associated with job tasks, the number of targeted employees, whether different areas or levels of employee will coach at different frequencies, and whether feedback is voluntary or required.

13.2.2 The feedback is typically given immediately following the observation.

13.2.3 The observer lets the employee know which critical behaviors they are performing safely and which ones they are performing unsafely.

13.2.4 In the course of the discussion, the observer may uncover system barriers to safe performance. During the feedback session, the observer asks the employee why he is not wearing a face shield.

13.2.5 The observer may learn that the face shield the employee had been using was cracked and there were no others available. If the unsafe behavior may call for a disciplinary action, a peer should not provide feedback.

13.2.6 The supervisor should deal with the concern.

13.2.7 Feedback should also be given to the department as a whole. The safe and unsafe behaviors being observed should be discussed with everyone so the department can make needed corrections.

14 Identify & Set Improvement Goals

14.1 Setting improvement goals increases the effectiveness of feedback and the success of the Behavior-Based Safety process.

14.2 These goals should be based on the workers' perceptions of their work practices and how they can improve.

14.3 Action plans are then developed to support their efforts and help them achieve their goals.

14 Identify & Set Improvement Goals Continued

14.4 These goals can take different forms:

14.4.1 Percent safe goals:

14.4.1.1 These goals can be based on safe work practices observed.

14.4.1.2 They must be based on a realistic evaluation of the area's level of safety.

14.4.1.3 They should also be set for a short time period. One to three months is common.

14.4.2 Process goals:

14.4.2.1 These goals focus on improving a specific work practice, such as using proper lifting techniques. If any employee is observed using unsafe lifting techniques, the goal could be to reduce the percentage of times that technique is observed.

14.4.3 Implementation Goals

14.4.3.1 These goals focus on maintaining the Behavior-Based Safety process. An example would be setting a goal to increase the number of observations conducted in a week.

14.5 The first step in developing goals is to develop a baseline.

14.6 Conduct the observations for at least 4 weeks to develop the baseline.

14.7 After the baseline is developed, compare future observations with the baseline, and track them for improvements.

14.8 For example: If there were 20 items on the checklist, and the worker performed 17 of them safely, then he would get a score of 85% safe.

14.9 The improvement between observations could be graphed and displayed for employees to view.

14.10 When the graph shows improvement, it provides positive reinforcement feedback to employees.

15 Procedures for Providing Positive Reinforcement

15.1 Providing positive reinforcement when employees improve or attain goals is the key to a successful Behavior-Based Safety process.

15.2 Positive reinforcement usually takes one of these forms:

15.2.1 Immediate verbal feedback.

15.2.2 Graphical feedback placed in strategic locations in the workplace.

15.2.3 Weekly/monthly briefings, during which the observation scores are analyzed to provide detailed feedback about specific behaviors.

15.2.4 Plan training and kickoff meetings.

15.3 For the Behavior-Based Safety process to be successful, employees will need training in these areas:

15.3.1 The rationale and basic theory of the Behavior-Based Safety process,

15.3.2 Observation skills,

15.3.3 Use of the checklist,

15.3.4 The observation procedure,

15.3.5 Feedback skills,

15.3.6 Leading meetings to review safety data,

15.3.7 Job-related skills identified on the safety checklist.

15.4 This training can be accomplished by:

15.4.1 Individual coaching (tell, show, observe and provide feedback),

15.4.2 Mentors,

15.4.3 Seminars or workshops,

15.4.4 Videos and slides.

16 Action Plans

16.1 Once trend analysis is complete, appropriate action plans will be developed to address unsafe behaviors.

16.2 Action planning will include:

16.2.1 Evaluate unsafe behaviors from trend analysis and prioritize,

16.2.2 Develop action plan for unsafe behaviors based on comments and feedback from data sheets,

16.2.3 Designate responsible parties and timeframes within the action plan,

16.2.4 Define who is responsible for action planning,

16.2.5 Ensure management support.

17 Measure Success

17.1 The success of the Behavior-Based Safety process can be measured in different ways.

17.2 Reaching the goals that you set is one measurement of success.

17.3 If employees are performing their tasks with a higher percentage of safe behaviors, injuries are less likely to occur.

17.4 Incident rate can be calculated at the beginning of the process and evaluated at different intervals.

17.5 The decrease in unsafe behaviors should correlate with a decrease in the incident rate.

17.6 Incident rate is calculated by multiplying the number of claims by 200,000 and dividing that by total man-hours worked.

17.7 Individual departments, as well as Platinum Control Technologies as a whole, will compare these measurements and track these results by an acceptable method so that numerical and statistical comparisons can be made over time.

CHAPTER 6

1 Benzene Awareness Program

1.1 Benzene is a component of products derived from coal and petroleum and is found in gasoline and other fuels. Benzene is used in the manufacture of plastics, detergents, pesticides, and other chemicals.

1.2 Characteristics of Benzene include; toxic, flammable liquid/vapor, colorless, not water soluble, aromatic odor. Distant ignition and flashback are possible. Can accumulate static charge. Causes moderate or severe eye and skin irritation. Aspiration hazard. May be fatal if swallowed and enters airways.

1.3 With exposures from less than five years to more than 30 years, individuals have developed, and died from, leukemia. Long-term exposure may affect bone marrow and blood production. Short-term exposure to high levels of benzene can cause drowsiness, dizziness, unconsciousness, and death.

1.4 Platinum Control Technologies has developed the following policy on Benzene to ensure the safety of our employees it has been established and implemented to reduce employee exposure to or below the PEL primarily by means of engineering and work practice controls.

1.5 The written program and plans shall be furnished upon request for examination and copying by the Assistant Secretary, the Director, affected employees, and designated employee representatives

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Respirators, boots, gloves, eye and face protection, sleeves, or aprons as needed.

3 Smoking

3.1 It is a requirement of Platinum Control Technologies that no smoking is prohibited in any areas where Benzene is stored/used or present.

4 Fire Extinguishers

4.1 Fire extinguishers will be readily available in all areas where Benzene is stored/used or present.

5 Emergency Plan

5.1 It is a requirement of Platinum Control Technologies that employees be made aware of any emergency plans/site specific contingency plans that are in place.

6 Exposure Limits

6.1 It is the policy of Platinum Control Technologies that the exposure limits must not be exceeded.

6.1.1 Permissible Exposure Limit (PEL) 1.0 ppm (parts per million) averaged over 8 hours.

6.1.2 Short-Term Exposure Limit (STEL) 5.0 ppm averaged over 15 minutes.

6.1.3 Action Level (AL) - The exposure level at which various parts of the benzene standard are required to be implemented.

6.1.4 The AL is 0.5 ppm averaged over 8 hours.

7 Emergency First Aid Procedures.

7.1 In the event of an emergency, institute first aid procedures and send for first aid or medical assistance in accordance with local procedures.

7.1.1 Dial 9-1-1 for emergency response personnel.

7.2 Eye Exposure:

7.2.1 Wash immediately with large amounts of water for at least 15 minutes. Lifting the lower and upper lids occasionally, get medical attention as soon as possible.

7.3 Skin Exposure:

7.3.1 Immediately flush with copious amounts of water. Remove any clothing contaminated, and flush exposed skin areas, get medical attention as soon as possible.

7.4 Swallowing Exposure:

7.4.1 If benzene has been swallowed and the patient is conscious, do not induce vomiting. Call for medical assistance or a doctor immediately.

7.5 Respiratory Exposure:

7.5.1 Get the victim to open, fresh air immediately.

7.5.1.1 If breathing has stopped perform CPR.

7.5.1.2 Keep the victim warm and at rest.

7.5.1.3 Get medical attention as soon as possible.

8 Rescue

8.1 Move the affected person from the hazardous area.

8.2 If the exposed person has been overcome, initiate local emergency notification procedures.

8.3 Never enter any vessel or confined space where the benzene concentration might be high enough to displace air or create an explosive atmosphere without proper training, equipment and procedures.

8.4 Understand the facility's emergency rescue procedures and know the locations of rescue equipment before the need arises.

9 Health Effects

9.1 Benzene is primarily an inhalation hazard.

9.1.1 Systemic absorption may cause depression of the hematopoietic system, pancytopenia, aplastic anemia, and leukemia.

9.1.2 Inhalation of high concentrations can affect the central nervous system function.

9.1.3 Aspiration of small amounts of liquid Benzene immediately causes pulmonary edema and hemorrhage of pulmonary tissue.

9.2 There is some absorption through the skin.

9.2.1 Absorption may be more rapid in the case of abraded skin, and Benzene may be more readily absorbed if it is present in a mixture or as a contaminant in solvents that are readily absorbed.

9.2.2 The defatting action of Benzene may produce primary irritation due to repeated or prolonged contact with the skin.

9.2.3 A high concentration is irritating to the eyes and the mucous membranes of the nose, and respiratory tract.

9.3 Direct skin contact with Benzene may cause erythema.

9.4 Repeated or prolonged contact may result in drying, scaling dermatitis, or development of secondary skin infections.

9.5 Local effects of Benzene vapor or liquid on the eye are slight.

9.5.1 Only at very high concentrations is there any smarting sensation in the eye.

9.6 Inhalation of high concentrations of Benzene may have an initial stimulatory effect on the central nervous system characterized by exhilaration, nervous excitation, and/or giddiness, followed by a period of depression, drowsiness, or fatigue.

9.6.1 A sensation of tightness in the chest accompanied by breathlessness may occur and ultimately the victim may lose consciousness.

9.6.2 Tremors, convulsions and death may follow from respiratory paralysis or circulatory collapse in a few minutes to several hours following severe exposure.

10 Employee Exposure

10.1 When any exposures are over the PEL, Platinum Control Technologies shall establish and implement a written program to reduce employee exposure to or below the PEL primarily by means of engineering and work practice controls.

10.2 The written program shall include a schedule for development and implementation of the engineering and work practice controls.

10.3 These plans shall be reviewed and revised as appropriate based on the most recent exposure monitoring data, to reflect the current status of the program.

10.4 Written compliance programs shall be furnished upon request for examination and copying to the Assistant Secretary, the Director, affected employees and designated employee representatives.

11 Respirators

11.1 It's the policy of Platinum Control Technologies to select, and provide to employees, the appropriate respirators.

11.2 Provide employees with any organic vapor gas mask or any self-contained breathing apparatus with a full facepiece to use for escape.

11.3 Use an organic vapor cartridge or canister with powered and non-powered air-purifying respirators, and a chin-style canister with full facepiece gas masks.

11.4 Ensure that canisters used with non-powered air-purifying respirators have a minimum service life of four hours when tested at 150 ppm benzene at a flow rate of 64 liters per minute (LPM), a temperature of 25 [deg]C, and a relative humidity of 85%; for canisters used with tight-fitting or loose-fitting powered air-purifying respirators, the flow rates for testing must be 115 LPM and 170 LPM, respectively.

11.5 Any employee who cannot use a negative-pressure respirator must be allowed to use a respirator with less breathing resistance, such as a powered air-purifying respirator or supplied-air respirator.

12 Protective Clothing & Equipment

12.1 Personal protective clothing and equipment shall be worn where appropriate to prevent eye contact and limit dermal exposure to liquid benzene.

12.2 Protective clothing and equipment shall be provided by Platinum Control Technologies at no cost to the employee and This Company shall assure its use where appropriate.

12.3 Eye and face protection shall meet the requirements of 29 CFR 1910.133.

12.4 PPE shall be provided and worn when appropriate to prevent eye contact and limit dermal exposure to liquid benzene.

13 Medical Surveillance

13.1 Platinum Control Technologies shall make available a medical surveillance program for employees who are or may be exposed to benzene at or above the action level 30 or more days per year; for employees who are or may be exposed to benzene at or above the PELs 10 or more days per year; for employees who have been exposed to more than 10 ppm of benzene for 30 or more days in a year prior to the effective date of the standard when employed by their current employer; and for employees involved in the tire building operations called tire building machine operators, who use solvents containing greater than 0.1 percent benzene.

13.2 Platinum Control Technologies shall assure that all medical examinations and procedures are performed by or under the supervision of a licensed physician and that all laboratory tests are conducted by an accredited laboratory.

13.3 Platinum Control Technologies shall assure that persons other than licensed physicians who administer the pulmonary function testing required by this section shall complete a training course in spirometry sponsored by an appropriate governmental, academic or professional institution.

13.4 Platinum Control Technologies shall assure that all examinations and procedures are provided without cost to the employee and at a reasonable time and place.

14 Exposure Monitoring

14.1 Determinations of employee exposure shall be made from breathing zone air samples that are representative of each employee's average exposure to airborne benzene.

14.2 Representative 8-hour TWA employee exposures shall be determined on the basis of one sample or samples representing the full shift exposure for each job classification in each work area.

14.3 Determinations of compliance with the STEL shall be made from 15 minute employee breathing zone samples measured at operations where there is reason to believe exposures are high, such as where tanks are opened, filled, unloaded or gauged; where containers or process equipment are opened and where benzene is used for cleaning or as a solvent in an uncontrolled situation. This Company may use objective data, such as measurements from brief period measuring devices, to determine where STEL monitoring is needed.

14.4 Except for initial monitoring as required under paragraph (e)(2) of this section, where This Company can document that one shift will consistently have higher employee exposures for an operation, This Company shall only be required to determine representative employee exposure for that operation during the shift on which the highest exposure is expected.

15 Initial Monitoring

15.1 Each employer who has a place of employment covered under paragraph (a)(1) of this section shall monitor each of these workplaces and work operations to determine accurately the airborne concentrations of benzene to which employees may be exposed.

15.2 The initial monitoring required under paragraph (e)(2)(i) of this section shall be completed by 60 days after the effective date of this standard or within 30 days of the introduction of benzene into the workplace. Where This Company has monitored within one year prior to the effective date of this standard and the monitoring satisfies all other requirements of this section, This Company may rely on such earlier monitoring results to satisfy the requirements of paragraph (e)(2)(i) of this section.

16 Periodic Monitoring and Monitoring Frequency

16.1 If the monitoring required by paragraph (e)(2)(i) of this section reveals employee exposure at or above the action level but at or below the TWA, This Company shall repeat such monitoring for each such employee at least every year.

16.2 If the monitoring required by paragraph (e)(2)(i) of this section reveals employee exposure above the TWA, This Company shall repeat such monitoring for each such employee at least every six (6) months.

16.3 This Company may alter the monitoring schedule from every six months to annually for any employee for whom two consecutive measurements taken at least 7 days apart indicate that the employee exposure has decreased to the TWA or below, but is at or above the action level.

16.4 Monitoring for the STEL shall be repeated as necessary to evaluate exposures of employees subject to short term exposures.

17 Termination of Monitoring

17.1 If the initial monitoring required by paragraph (e)(2)(i) of this section reveals employee exposure to be below the action level This Company may discontinue the monitoring for that employee, except as otherwise required by paragraph (e)(5) of this section.

17.2 If the periodic monitoring required by paragraph (e)(3) of this section reveals that employee exposures, as indicated by at least two consecutive measurements taken at least 7 days apart, are below the action level This Company may discontinue the monitoring for that employee, except as otherwise required by paragraph (e)(5).

18 Additional Monitoring

18.1 This Company shall institute the exposure monitoring required under paragraphs (e)(2) and (e)(3) of this section when there has been a change in the production, process, control equipment, personnel or work practices which may result in new or additional exposures to benzene, or when This Company has any reason to suspect a change which may result in new or additional exposures.

18.2 Whenever spills, leaks, ruptures or other breakdowns occur that may lead to employee exposure, This Company shall monitor (using area or personal sampling) after the cleanup of the spill or repair of the leak, rupture or other breakdown to ensure that exposures have returned to the level that existed prior to the incident.

18.3 Accuracy of monitoring. Monitoring shall be accurate, to a confidence level of 95 percent, to within plus or minus 25 percent for airborne concentrations of benzene.

19 Employee Notification of Monitoring Results.

19.1 This Company must, within 15 working days after the receipt of the results of any monitoring performed under this section, notify each affected employee of these results either individually in writing or by posting the results in an appropriate location that is accessible to employees.

19.2 Whenever the PELs are exceeded, the written notification required by paragraph (e)(7)(i) of this section shall contain the corrective action being taken by This Company to reduce the employee exposure to or below the PEL, or shall refer to a document available to the employee which states the corrective actions to be taken.

20 Engineering Controls and Work Practices.

20.1 This Company shall institute engineering controls and work practices to reduce and maintain employee exposure to benzene at or below the permissible exposure limits, except to the extent that This Company can establish that these controls are not feasible or where the provisions of paragraph (f)(1)(iii) or (g)(1) of this section apply.

20.2 Wherever the feasible engineering controls and work practices which can be instituted are not sufficient to reduce employee exposure to or below the PELs, This Company shall use them to reduce employee exposure to the lowest levels achievable by these controls and shall supplement them by the use of respiratory protection which complies with the requirements of paragraph (g) of this section.

20.3 Where This Company can document that benzene is used in a workplace less than a total of 30 days per year, This Company shall use engineering controls, work practice controls or respiratory protection or any combination of these controls to reduce employee exposure to benzene to or below the PELs, except that employers shall use engineering and work practice controls, if feasible, to reduce exposure to or below 10 ppm as an 8-hour TWA.

21 Respiratory Protection

21.1 General. For employees who use respirators required by this section, This Company must provide each employee an appropriate respirator that complies with the requirements of this paragraph. Respirators must be used during:

21.1.1 Periods necessary to install or implement feasible engineering and work-practice controls.

21.2 Work operations for which This Company establishes that compliance with either the TWA or STEL through the use of engineering and work-practice controls is not feasible; for example, some maintenance and repair activities, vessel cleaning, or other operations for which engineering and work-practice controls are infeasible because exposures are intermittent and limited in duration.

21.3 Work operations for which feasible engineering and work- practice controls are not yet sufficient, or are not required under paragraph (f)(1)(iii) of this section, to reduce employee exposure to or below the PELs.

21.4 For air-purifying respirators, This Company must replace the air-purifying element at the expiration of its service life or at the beginning of each shift in which such elements are used, whichever comes first.

21.5 If NIOSH approves an air-purifying element with an end-of- service-life indicator for benzene, such an element may be used until the indicator shows no further useful life.

22 Respirator Selection

22.1 This Company shall select, and provide to employees, the appropriate respirators specified in paragraph (d)(3)(i)(A) of 29 CFR 1910.134.

22.2 Provide employees with any organic vapor gas mask or any self-contained breathing apparatus with a full facepiece to use for escape.

22.3 Use an organic vapor cartridge or canister with powered and non-powered air-purifying respirators, and a chin-style canister with full facepiece gas masks.

22.4 Ensure that canisters used with non-powered air-purifying respirators have a minimum service life of four hours when tested at 150 ppm benzene at a flow rate of 64 liters per minute (LPM), a temperature of 25 [deg]C, and a relative humidity of 85%; for canisters used with tight-fitting or loose-fitting powered air-purifying respirators, the flow rates for testing must be 115 LPM and 170 LPM, respectively.

22.5 Any employee who cannot use a negative-pressure respirator must be allowed to use a respirator with less breathing resistance, such as a powered air-purifying respirator or supplied-air respirator.

22.6 Protective clothing and equipment. Personal protective clothing and equipment shall be worn where appropriate to prevent eye contact and limit dermal exposure to liquid benzene. Protective clothing and equipment shall be provided by This Company at no cost to the employee and This Company shall assure its use where appropriate. Eye and face protection shall meet the requirements of 29 CFR 1910.133.

23 Medical Surveillance

23.1 This Company shall make available a medical surveillance program for employees who are or may be exposed to benzene at or above the action level 30 or more days per year; for employees who are or may be exposed to benzene at or above the PELs 10 or more days per year; for employees who have been exposed to more than 10 ppm of benzene for 30 or more days in a year prior to the effective date of the standard when employed by their current employer; and for employees involved in the tire building operations called tire building machine operators, who use solvents containing greater than 0.1 percent benzene.

23.2 This Company shall assure that all medical examinations and procedures are performed by or under the supervision of a licensed physician and that all laboratory tests are conducted by an accredited laboratory.

23.3 This Company shall assure that persons other than licensed physicians who administer the pulmonary function testing required by this section shall complete a training course in spirometry sponsored by an appropriate governmental, academic or professional institution.

23.4 This Company shall assure that all examinations and procedures are provided without cost to the employee and at a reasonable time and place.

24 Initial Examination

24.1 Within 60 days of the effective date of this standard, or before the time of initial assignment, This Company shall provide each employee covered by paragraph (i)(1)(i) of this section with a medical examination including the following elements:

24.1.1 A detailed occupational history which includes:

24.1.2 Past work exposure to benzene or any other hematological toxins,

24.1.3 A family history of blood dyscrasias including hematological neoplasms;

24.1.4 A history of blood dyscrasias including genetic hemoglobin abnormalities, bleeding abnormalities, abnormal function of formed blood elements;

24.1.5 A history of renal or liver dysfunction;

24.1.6 A history of medicinal drugs routinely taken;

24.1.7 A history of previous exposure to ionizing radiation and

24.1.8 Exposure to marrow toxins outside of the current work situation.

24.1.9 A complete physical examination.

24.2 Laboratory tests. A complete blood count including a leukocyte count with differential, a quantitative thrombocyte count, hematocrit, hemoglobin, erythrocyte count and erythrocyte indices (MCV, MCH, MCHC). The results of these tests shall be reviewed by the examining physician.

24.3 Additional tests as necessary in the opinion of the examining physician, based on alterations to the components of the blood or other signs which may be related to benzene exposure; and

24.4 For all workers required to wear respirators for at least 30 days a year, the physical examination shall pay special attention to the cardiopulmonary system and shall include a pulmonary function test.

24.5 No initial medical examination is required to satisfy the requirements of paragraph (i)(2)(i) of this section if adequate records show that the employee has been examined in accordance with the procedures of paragraph (i)(2)(i) of this section within the twelve months prior to the effective date of this standard.

25 Periodic Examinations

25.1 This Company shall provide each employee covered under paragraph (i)(1)(i) of this section with a medical examination annually following the previous examination. These periodic examinations shall include at least the following elements:

25.2 A brief history regarding any new exposure to potential marrow toxins, changes in medicinal drug use, and the appearance of physical signs relating to blood disorders:

25.3 A complete blood count including a leukocyte count with differential, quantitative thrombocyte count, hemoglobin, hematocrit, erythrocyte count and erythrocyte indices (MCV, MCH, MCHC); and

25.4 Appropriate additional tests as necessary, in the opinion of the examining physician, in consequence of alterations in the components of the blood or other signs which may be related to benzene exposure.

25.5 Where the employee develops signs and symptoms commonly associated with toxic exposure to benzene, This Company shall provide the employee with an additional medical examination which shall include those elements considered appropriate by the examining physician.

25.6 For persons required to use respirators for at least 30 days a year, a pulmonary function test shall be performed every three (3) years. A specific evaluation of the cardiopulmonary system shall be made at the time of the pulmonary function test.

26 Emergency Examinations

26.1 In addition to the surveillance required by (i)(1)(i), if an employee is exposed to benzene in an emergency situation, This Company shall have the employee provide a urine sample at the end of the employee's shift and have a urinary phenol test performed on the sample within 72 hours. The urine specific gravity shall be corrected to 1.024.

26.2 If the result of the urinary phenol test is below 75 mg phenol/L of urine, no further testing is required.

26.3 If the result of the urinary phenol test is equal to or greater than 75 mg phenol/L of urine, This Company shall provide the employee with a complete blood count including an erythrocyte count, leukocyte count with differential and thrombocyte count at monthly intervals for a duration of three (3) months following the emergency exposure.

26.4 If any of the conditions specified in paragraph (i)(5)(i) of this section exists, then the further requirements of paragraph (i)(5) of this section shall be met and This Company shall, in addition, provide the employees with periodic examinations if directed by the physician.

27 Additional Examinations and Referrals.

27.1 Where the results of the complete blood count required for the initial and periodic examinations indicate any of the following abnormal conditions exist, then the blood count shall be repeated within 2 weeks.

27.2 The hemoglobin level or the hematocrit falls below the normal limit [outside the 95% confidence interval (C.I.)] as determined by the laboratory for the particular geographic area and/or these indices show a persistent downward trend from the individual's pre-exposure norms; provided these findings cannot be explained by other medical reasons.

27.3 The thrombocyte (platelet) count varies more than 20 percent below the employee's most recent values or falls outside the normal limit (95% C.I.) as determined by the laboratory.

27.4 The leukocyte count is below 4,000 per mm 3 or there is an abnormal differential count.

27.5 If the abnormality persists, the examining physician shall refer the employee to a hematologist or an internist for further evaluation unless the physician has good reason to believe such referral is unnecessary. (See Appendix C for examples of conditions where a referral may be unnecessary.)

27.6 This Company shall provide the hematologist or internist with the information required to be provided to the physician under paragraph (i)(6) of this section and the medical record required to be maintained by paragraph (k)(2)(ii) of this section.

27.7 The hematologist's or internist's evaluation shall include a determination as to the need for additional tests, and This Company shall assure that these tests are provided.

27.8 Information provided to the physician. This Company shall provide the following information to the examining physician:

27.8.1 A copy of this regulation and its appendices;

27.8.2 A description of the affected employee's duties as they relate to the employee's exposure;

27.8.3 The employee's actual or representative exposure level:

27.8.4 A description of any personal protective equipment used or to be used; and

27.8.5 Information from previous employment-related medical examinations of the affected employee which is not otherwise available to the examining physician.

28 Physician's Written Opinions

28.1 For each examination under this section, This Company shall obtain and provide the employee with a copy of the examining physician's written opinion within 15 days of the examination. The written opinion shall be limited to the following information:

28.2 The occupationally pertinent results of the medical examination and tests;

28.2.1 The physician's opinion concerning whether the employee has any detected medical conditions which would place the employee's health at greater than normal risk of material impairment from exposure to benzene;

28.2.2 The physician's recommended limitations upon the employee's exposure to benzene or upon the employee's use of protective clothing or equipment and respirators.

28.2.3 A statement that the employee has been informed by the physician of the results of the medical examination and any medical conditions resulting from benzene exposure which require further explanation or treatment.

28.2.4 The written opinion obtained by This Company shall not reveal specific records, findings and diagnoses that have no bearing on the employee's ability to work in a benzene-exposed workplace.

29 Medical Removal Plan.

29.1 When a physician makes a referral to a hematologist/internist as required under paragraph (i)(5)(ii) of this section, the employee shall be removed from areas where exposures may exceed the action level until such time as the physician makes a determination under paragraph (i)(8)(ii) of this section.

29.2 Following the examination and evaluation by the hematologist/internist, a decision to remove an employee from areas where benzene exposure is above the action level or to allow the employee to return to areas where benzene exposure is above the action level shall be made by the physician in consultation with the hematologist/internist. This decision shall be communicated in writing to This Company and employee. In the case of removal, the physician shall state the required probable duration of removal from occupational exposure to benzene above the action level and the requirements for future medical examinations to review the decision.

29.3 For any employee who is removed pursuant to paragraph (i)(8)(ii) of this section, This Company shall provide a follow-up examination. The physician, in consultation with the hematologist/internist, shall make a decision within 6 months of the date the employee was removed as to whether the employee shall be returned to the usual job or whether the employee should be removed permanently.

29.4 Whenever an employee is temporarily removed from benzene exposure pursuant to paragraph (i)(8)(i) or (i)(8)(ii) of this section, This Company shall transfer the employee to a comparable job for which the employee is qualified (or can be trained for in a short period) and where benzene exposures are as low as possible, but in no event higher than the action level. This Company shall maintain the employee's current wage rate, seniority and other benefits. If there is no such job available, This Company shall provide medical removal protection benefits until such a job becomes available or for 6 months, whichever comes first.

29.5 Whenever an employee is removed permanently from benzene exposure based on a physician's recommendation pursuant to paragraph (i)(8)(iii) of this section, the employee shall be given the opportunity to transfer to another position which is available or later becomes available for which the employee is qualified (or can be trained for in a short period) and where benzene exposures are as low as possible but in no event higher than the action level. This Company shall assure that such employee suffers no reduction in current wage rate, seniority or other benefits as a result of the transfer.

30 Medical Removal Protection Benefits

30.1 This Company shall provide to an employee 6 months of medical removal protection benefits immediately following each occasion an employee is removed from exposure to benzene because of hematological findings pursuant to paragraphs (i)(8)(i) and (ii) of this section, unless the employee has been transferred to a comparable job where benzene exposures are below the action level.

30.2 For the purposes of this section, the requirement that an employer provide medical removal protection benefits means that This Company shall maintain the current wage rate, seniority and other benefits of an employee as though the employee had not been removed.

30.3 This Company's obligation to provide medical removal protection benefits to a removed employee shall be reduced to the extent that the employee receives compensation for earnings lost during the period of removal either from a publicly or employer-funded compensation program, or from employment with another employer made possible by virtue of the employee's removal.

31 Communication of Hazards

31.1 Chemical manufacturers, importers, distributors and employers shall comply with all requirements of the Hazard Communication Standard (HCS) (§ 1910.1200) for benzene.

31.2 In classifying the hazards of benzene at least the following hazards are to be addressed: Cancer; central nervous system effects; blood effects; aspiration; skin, eye, and respiratory tract irritation; and flammability.

31.3 Employers shall include benzene in the hazard communication program established to comply with the HCS (§ 1910.1200). Employers shall ensure that each employee has access to labels on containers of benzene and to safety data sheets, and is trained in accordance with the requirements of HCS and paragraph (j)(3) of this section.

32 Warning Signs and Labels

32.1 This Company shall post signs at entrances to regulated areas. The signs shall bear the following legend:

32.1.1 DANGER

32.1.2 BENZENE

32.1.3 MAY CAUSE CANCER

32.1.4 HIGHLY FLAMMABLE LIQUID AND VAPOR DO NOT SMOKE

32.1.5 WEAR RESPIRATORY PROTECTION IN THIS AREA

32.1.6 AUTHORIZED PERSONNEL ONLY

32.2 Prior to June 1, 2016, employers may use the following legend in lieu of that specified in paragraph (j)(2)(i) of this section:

32.2.1 DANGER

32.2.2 BENZENE

32.2.3 CANCER HAZARD

32.2.4 FLAMMABLE--NO SMOKING

32.2.5 AUTHORIZED PERSONNEL ONLY

32.2.6 RESPIRATOR REQUIRED

32.3 This Company shall ensure that labels or other appropriate forms of warning are provided for containers of benzene within the workplace. There is no requirement to label pipes. The labels shall comply with the requirements of paragraph (j)(1) of this section and § 1910.1200(f).

32.4 Prior to June 1, 2015, employers shall include the following legend or similar language on the labels or other appropriate forms of warning:

32.4.1 DANGER

32.4.2 CONTAINS BENZENE

32.4.3 CANCER HAZARD

33 Information and Training

33.1 This Company shall provide employees with information and training at the time of their initial assignment to a work area where benzene is present. If exposures are above the action level, employees shall be provided with information and training at least annually thereafter.

33.2 The training program shall be in accordance with the requirements of 29 CFR 1910.1200(h)(1) and (2), and shall include specific information on benzene for each category of information included in that section.

33.3 In addition to the information required under 29 CFR 1910.1200, This Company shall:

33.3.1 Provide employees with an explanation of the contents of this section, including Appendices A and B, and indicate to them where the standard is available; and

33.3.2 Describe the medical surveillance program required under paragraph (i) of this section, and explain the information contained in Appendix C.

34 Recordkeeping

34.1 Exposure measurements.

34.1.1 This Company shall establish and maintain an accurate record of all measurements required by paragraph (e) of this section, in accordance with 29 CFR 1910.1020.

34.1.2 This record shall include:

34.1.2.1 The dates, number, duration, and results of each of the samples taken, including a description of the procedure used to determine representative employee exposures;

34.1.2.2 A description of the sampling and analytical methods used;

34.1.2.3 A description of the type of respiratory protective devices worn, if any; and

34.1.2.4 The name, social security number, job classification and exposure levels of the employee monitored and all other employees whose exposure the measurement is intended to represent.

34.1.2.5 This Company shall maintain this record for at least 30 years, in accordance with 29 CFR 1910.1020.

35 Medical Surveillance

35.1 This Company shall establish and maintain an accurate record for each employee subject to medical surveillance required by paragraph (i) of this section, in accordance with 29 CFR 1910.1020.

35.2 This record shall include:

35.2.1 The name and social security number of the employee;

35.2.2 This Company's copy of the physician's written opinion on the initial, periodic and special examinations, including results of medical examinations and all tests, opinions and recommendations;

35.2.3 Any employee medical complaints related to exposure to benzene;

35.2.4 A copy of the information provided to the physician as required by paragraphs (i)(6)(ii) through (v) of this section; and

35.2.5 A copy of the employee's medical and work history related to exposure to benzene or any other hematologic toxins.

35.2.6 This Company shall maintain this record for at least the duration of employment plus 30 years, in accordance with 29 CFR 1910.1020.

36 Availability

36.1 This Company shall assure that all records required to be maintained by this section shall be made available upon request to the Assistant Secretary and the Director for examination and copying.

36.2 Employee exposure monitoring records required by this paragraph shall be provided upon request for examination and copying to employees, employee representatives, and the Assistant Secretary in accordance with 29 CFR 1910.1020 (a) through (e) and (g) through (i).

36.3 Employee medical records required by this paragraph shall be provided upon request for examination and copying, to the subject employee, to anyone having the specific written consent of the subject employee, and to the Assistant Secretary in accordance with 29 CFR 1910.1020.

36.4 Transfer of records. This Company shall comply with the requirements involving transfer of records as set forth in 29 CFR 1910.1020(h).

37 Observation of Monitoring

37.1 Employee observation. This Company shall provide affected employees, or their designated representatives, an opportunity to observe the measuring or monitoring of employee exposure to benzene conducted pursuant to paragraph (e) of this section.

37.2 Observation procedures. When observation of the measuring or monitoring of employee exposure to benzene requires entry into areas where the use of protective clothing and equipment or respirators is required, This Company shall provide the observer with personal protective clothing and equipment or respirators required to be worn by employees working in the area, assure the use of such clothing and equipment or respirators, and require the observer to comply with all other applicable safety and health procedures.

38 Ignition Sources

38.1 All ignition sources be kept a safe distance from benzene

38.2 Benzene is an extremely flammable substance with a flash point of 12 degrees Fahrenheit (-11 degrees Celsius), an autoignition temperature of 1,076 degrees Fahrenheit (580 degrees Celsius), and a lower explosion limit (LEL) of 1.3% and an upper flammable limit (UFL) of 7.5%.

38.3 The program requires that all ignition sources must be controlled when benzene is used, handled, or stored.

38.4 The program warns that benzene vapors are heavier than air; thus, the vapors may travel along the ground and be ignited by open flames or sparks at locations remote from where the benzene is used, handled, or stored.

CHAPTER 7

1 Bloodborne Pathogens Program

1.1 The program covers Bloodborne pathogens which are infectious microorganisms in human blood that can cause disease in humans. These pathogens include, but are not limited to, hepatitis B (HBV), hepatitis C (HCV) and human immunodeficiency virus (HIV).

1.2 Platinum Control Technologies has developed the following policy on Bloodborne Pathogens to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting with signatures.

2.2 Training Records: Must be kept for 3 years.

2.3 Hepatitis B Vaccine: Required for those with occupational exposure.

2.4 Medical Records: Must be kept for duration of employment plus 30 years.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 It is the policy of Platinum Control Technologies that training will be provided at the time of initial assignment for employees whose job duties pose a risk of infection from bloodborne pathogens or have the potential to be exposed to bodily fluids.

4.2 Training must be conducted at least annually thereafter.

4.3 Training records will be kept for a minimum of 3 years.

5 Universal Precautions

5.1 It is a requirement of Platinum Control Technologies that employees whose job duties pose a risk of infection from bloodborne Pathogens follow the following universal precautions:

5.2 Employees to observe Universal Precautions to prevent contact with blood or other potentially infectious materials (OPIM).

5.3 Under circumstances in which differentiation between body fluid types is difficult or impossible, all body fluids shall be considered potentially infectious materials.

5.4 Treat all blood and other potentially infectious materials with appropriate precautions such as:

5.5 Use gloves, masks, and gowns if blood or OPIM exposure is anticipated.

5.6 Use engineering and work practice controls to limit exposure.

6 Exposure Control Plan

6.1 It is the policy of Platinum Control Technologies to have the exposure control plan readily available to employees when the job warrants such an exposure plan.

6.2 The Exposure Control Plan will be reviewed and updated at least annually and whenever necessary to reflect new or modified tasks and procedures which affect occupational exposure and to reflect new or revised employee positions with occupational exposure.

6.3 An exposure determination must be made without regard to the use of personal protective equipment.

6.4 The various types of bodily fluids that the affected company employees can reasonably be exposed to in the workplace to include, but is not limited to blood, mucus, and saliva.

7 Handwashing Facilities

7.1 Handwashing facilities or antiseptic hand cleanser will be available to all employees whose job duties pose a risk of infection from bloodborne pathogens.

8 Personal Protective Equipment

8.1 Personal protective equipment will be provided to all employees at no cost and must be used, whose job duties pose a risk of infection from bloodborne pathogens. For Example:

8.1.1 Latex/Non-Latex Gloves,

8.1.2 Masks,

8.1.3 Aprons/long sleeves.

8.2 Personal protective equipment will be repaired or replaced as need by Platinum Control Technologies

9 Equipment/Working Surfaces

9.1 Any equipment in contact with blood or other infections material must be decontaminated.

10 Vaccines

10.1 It is a requirement of Platinum Control Technologies to provide employees at no cost with the Hepatitis B vaccination whose job duties pose a risk of infections from occupational exposure to bloodborne pathogens.

11 Medical Records

11.1 Medical record will be kept for each employee with occupational exposure for a minimum of 30 years after the duration of employment.

12 Warning & Signs

12.1 Warning labels and signs must be used to warn employees of items containing blood or other potentially infectious material.

13 OPIM is defined as:

13.1 The following human body fluids: semen, vaginal secretions, cerebrospinal fluid, synovial fluid, pleural fluid, pericardial fluid, peritoneal fluid, amniotic fluid, saliva in dental procedures,

13.2 Any bodily fluid that is visibly contaminated with blood, and all body fluids in situations where it is difficult or impossible to differentiate between body fluids;

13.2.1 Any unfixed tissue or organ (other than intact skin) from a human (living or dead); and

13.2.2 HIV-containing cell or tissue cultures, organ cultures, and HIV- or HBV-containing culture medium or other solutions; and blood, organs, or other tissues from experimental animals infected with HIV or HBV.

14 CDC Standard Precautions

14.1 The CDC recommends these Standard Precautions for the care of all patients, regardless of their diagnosis or presumed infection status.

14.1.1 Standard precautions include the use of: hand washing, appropriate personal protective equipment such as gloves, gowns, masks, whenever touching or exposure to patients' body fluids is anticipated.

14.1.2 Transmission-based precautions can be used for patients with known or suspected to be infected or colonized with epidemiologically important pathogens that can be transmitted by airborne or droplet transmission or by contact with dry skin or contaminated surfaces. These precautions should be used in addition to standard precautions.

14.1.3 Airborne Precautions, Droplet Precautions, and Contact Precautions. May be combined for diseases that have multiple routes of transmission. When used either singularly or in combination, they are to be used in addition to Standard Precautions.

14.1.3.1 Airborne Precautions used for infections spread in small particles in the air such as chicken pox.

14.1.3.2 Droplet Precautions used for infections spread in large droplets by coughing, talking, or sneezing such as influenza.

14.1.3.3 Contact Precautions used for infections spread by skin to skin contact or contact with other surfaces such as herpes simplex virus.

15 Post Exposure

15.1 An exposure incident to bloodborne pathogens is defined as an eye, mouth, other mucous membrane, non-intact skin, or parenteral contact with blood or other potentially infectious materials that results from the performance of an employee's duties.

15.2 It is the policy of Platinum Control Technologies to include Good Samaritan acts performed by an employee at the work site.

15.3 Whenever an exposure occurs, wash the contaminated skin immediately with soap and water.

15.4 Immediately flush contaminated eyes or mucous membranes with copious amounts of water.

15.5 Medically evaluate exposed employees as soon as possible after the exposure incident in order that post-exposure prophylaxis, if recommended, can be initiated promptly.

15.6 The medical evaluation is to include the route(s) of exposure and the exposure incident circumstances; identification and documentation of the source individual, where feasible; exposed employee blood collection and testing of blood for HBV and HIV serological status; post-exposure prophylaxis, where indicated; counseling; and evaluation of reported illnesses.

15.7 Source test results and identity will be disclosed to the exposed employee according to applicable laws and regulations concerning disclosure and confidentiality.

15.8 Platinum Control Technologies has chosen a provider for hepatitis B vaccinations and medical evaluations and post-exposure follow-up after an exposure incident and has a copy of the Bloodborne Pathogen standard, 1910.1030.

16 Exposure Determination

16.1 Although there is not a large risk of exposure in our industry, Platinum Control Technologies has tried to identify exposure situations that employees may encounter.

16.2 The following page lists all employees with any reasonable potential for exposure, their titles and the reasons they may find themselves in an exposure situation.

16.2.1 For example, all supervisors who are trained in first aid and may have an occupational exposure in the event of an accident are listed.

16.3 The initial list was compiled on or before 8/21/2023.

16.4 Alex Garay will work with department managers and supervisors to revise and update these lists as our tasks, procedures and classifications change.

17 Work Activities Involving Potential Exposure to Bloodborne Pathogens

17.1 Listed below are the names, titles and job responsibilities that may bring these individuals into contact with human blood or other potentially infectious materials, which may result in exposure to bloodborne pathogens:

Name	Title	Job Responsibilities

18 Bloodborne Pathogens Compliance Program

18.1 Platinum Control Technologies understands that there are a number of areas that must be addressed to effectively eliminate or minimize exposure to bloodborne pathogens in any business, and although not all need to be fully addressed, each will be discussed to ensure that all areas are considered. The first four areas addressed in our plan are:

18.1.1 Use of “universal precautions”,

18.1.2 Establishment of appropriate engineering controls and work practice controls,

18.1.3 Use of necessary personal protective equipment (PPE),

18.1.4 Implementation of appropriate housekeeping.

18.2 Each of these areas is reviewed with employees during their bloodborne pathogens training. By rigorously following the requirements of the Occupational Safety and Health Administration (OSHA’s) Bloodborne Pathogens Standard in these four areas, Platinum Control Technologies not only comply with OSHA’s standard but also eliminate or minimize its employees’ occupational exposure to bloodborne pathogens as much as possible.

19 Universal Precautions

19.1 In the business, which includes all off-site work locations, as well as the shop, Platinum Control Technologies has begun the practice of “universal precautions.”

19.2 As a result, all human blood and bodily fluids are treated as though they are known to be infected with Hepatitis B Virus (HBV), Human Immunodeficiency Virus (HIV) and other bloodborne pathogens.

19.3 In circumstances where it is difficult or impossible to differentiate between body fluid types, it is assumed that all body fluids are potentially infectious.

19.4 Alex Garay is responsible for overseeing the Universal Precautions Program.

20 Engineering and Work Practice Controls

20.1 Engineering controls are controls that isolate or remove bloodborne pathogens hazards from the workplace.

20.2 Work practice controls reduce the likelihood of exposure by altering the manner in which a task is performed.

20.3 In our industry, blood or other bodily fluids are not worked with in an occupational manner; any exposure to these potentially hazardous substances by anyone other than the cleaning staff is almost always the result of an accident.

20.4 There is continual work to create safer working conditions for employees so that accidents will not occur, and all aspects of the safety program constitute work practice controls.

20.5 Additional controls take the form of personal protective equipment (PPE), hand washing and other controls that occur immediately during and after an accident on a job site.

20.6 Listed below are potential exposure situations and the engineering or work precautions taken to minimize risks.

20.7 Alex Garay is responsible for the Engineering and Work Practice Controls program.

Potential Exposures	Precaution

20.8 This list is re-examined during an annual exposure control plan review, and opportunities for new or improved controls are identified.

20.9 Any existing equipment is checked for proper function and needed repair or replacement every 3 months by the supervisor of the crew or job site.

21 Personal Protective Equipment

21.1 Personal protective equipment is employees' line of defense against bloodborne pathogens. Because of this, Platinum Control Technologies provides (at no cost to the employees) the PPE they need to protect themselves against exposures.

21.2 Platinum Control Technologies shall ensure that PPE is used unless the employee temporarily and briefly declined to use PPE in rare circumstances.

21.3 PPE at the office and work sites include:

21.4 Alex Garay is responsible for ensuring that all work sites have appropriate PPE available for employees.

21.5 Employees are trained regarding the need for appropriate PPE for their job responsibilities. Additional training is provided when necessary, for example, if an employee takes a new position or if new job functions are added to his current position.

21.6 To ensure that PPE is not contaminated and is in the appropriate condition to protect employees from potential exposure, our Platinum Control Technologies adheres to the following practices:

21.6.1 All PPE is inspected periodically and repaired or replaced, as needed, to maintain effectiveness.

21.6.2 Single-use PPE is disposed of immediately after use.

21.7 To make sure that this equipment is used as effectively as possible, employees adhere to the following practices when using their PPE:

21.7.1 Any garments penetrated by blood or other body fluids are removed as soon as feasible.

21.7.2 All potentially affected PPE is removed prior to leaving the work area.

21.7.3 Gloves are worn whenever an employee anticipates handling or touching contaminated items or surfaces.

21.7.4 Disposable gloves are replaced as soon as practical after contamination or when they are torn, punctured or otherwise lose their ability to function as an exposure barrier.

22 Housekeeping

22.1 Maintaining its shop, office and work sites in clean and sanitary condition is an important part of Platinum Control Technologies's exposure control plan.

22.2 Employees are trained to promptly dispose of or clean any surface that comes into contact with bodily fluids, in keeping with the other sections of this program.

22.3 There is no reason to anticipate regular exposure to bodily fluids by employees, other than the janitorial staff, so there is no routine schedule for decontamination at work sites.

22.4 The janitorial staff employs the following practices:

22.4.1 All equipment and surfaces are cleaned and decontaminated after contact with blood or other potentially infectious material.

22.4.2 Protective coverings (such as plastic trash bags) are removed and replaced at the end of the work shift if they have been contaminated during the shift.

22.4.3 All trash containers, pails and bins are routinely cleaned and decontaminated as soon as possible after contaminated.

22.5 Alex Garay is responsible for overseeing the cleaning and decontamination process and making sure that it is carried out regularly.

22.6 Platinum Control Technologies is very careful in its facility and on its work sites when handling regulated waste (including used bandages, tissues, feminine hygiene products and any other potentially infectious materials).

22.6.1 They are discarded or bagged in containers that are:

22.6.2 Closeable,

22.6.3 Puncture-resistant,

22.6.4 Leak-proof (if the materials have the potential to leak,

22.6.5 Red in color or labeled with the appropriate biohazard warning label.

22.7 Containers used for these purposes are placed in appropriate locations within easy access of employees and as close as possible to the sources of the waste.

22.8 Waste containers are maintained upright and not allowed to overfill.

22.9 Whenever employees move containers of regulated waste from one area to another, the containers are immediately closed and placed inside a secondary container, if leakage is possible from the first container.

22.10 Alex Garay is responsible for the collection and handling of the facility's contaminated waste.

23 Hepatitis B Vaccination Employee List

23.1 For the purposes of compliance with the Occupational Safety and Health Administration's General Duty Clause, Platinum Control Technologies has prepared a written exposure control plan and implemented a training program on bloodborne pathogens.

23.2 The majority of employees are not exposed to bloodborne pathogens, and any exposure would be the result of an on-the-job accident only.

23.3 For this reason, Hepatitis B vaccinations are not offered, except to those employees required by the company to be certified in first aid and any members of the janitorial staff employed by this business.

23.4 If a janitorial company contracts with Platinum Control Technologies, vaccination will not be offered to those employees.

23.5 Employees who have been offered the Hepatitis B vaccination include the following:

24 Declination

24.1 In the event that any employees who are offered the Hepatitis B vaccination series decide to decline the series, they must read and sign the mandatory Hepatitis B Vaccine Declination form on the next page.

25 Hepatitis B Vaccine Declination Form

25.1 I understand that because of my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring the Hepatitis B Virus (HBV).

25.2 I have been given the opportunity to be vaccinated with the Hepatitis B vaccine at no charge to me.

25.3 At this time, however, I decline the Hepatitis B vaccination.

25.4 I understand that by declining this vaccine, I continue to be at risk for acquiring Hepatitis B, a serious disease.

25.5 If in the future I want to be vaccinated with the Hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Employee	Date

Supervisor	Date

26 Post-Exposure Evaluation and Follow-Up

26.1 If employees are involved in an incident where exposure to bloodborne pathogens may have occurred, there are two efforts on which to immediately focus:

26.1.1 Investigating the circumstances surrounding the exposure incident.

26.1.2 Making sure that employees receive medical consultation and treatment (if required) as expediently as possible.

26.2 Alex Garay investigates every exposure incident that occurs in the company facilities or on work sites.

26.3 This investigation is initiated within 24 hours of the incident and involves gathering the following information:

26.3.1 Date and time when the incident occurred,

26.3.2 Where the incident occurred,

26.3.3 What potentially infectious materials were involved in the incident,

26.3.4 Source of the material,

26.3.5 Under what circumstances the incident occurred,

26.3.6 How the incident was caused,

26.3.7 Personal protective equipment in use at the time of exposure,

26.3.8 Actions taken as a result of the exposure (decontamination, clean-up, notifications).

26.4 After this information is gathered, it is evaluated, and a written summary of the incident and its cause is prepared.

26.5 Recommendations are then made for avoiding similar incidents in the future (see the Incident Investigation Form at the end of this section).

26.6 To make sure employees receive the best and most timely treatment when an exposure to bloodborne pathogens occurs, an evaluation and follow-up process has been set up.

26.7 The checklist at the end of this section will be used to verify that all the steps in the process have been taken correctly. This process is overseen by Alex Garay.

26.8 Much of the information involved in this process must remain confidential, and everything possible will be done to protect the privacy of the people involved.

26.9 As the first step in this process, an exposed employee will be provided with the following confidential information:

26.9.1 Documentation of the routes of exposure and circumstances under which the exposure incident occurred,

26.9.2 Identification of the source individual (unless protected by law).

26.10 (As previously stated, most exposure to bodily fluids will be the result of a workplace accident, and this information will be known.)

26.11 Next, if possible, the source individual's blood will be tested to determine whether the Hepatitis B Virus (HBV) and the Human Immunodeficiency Virus (HIV) is present.

26.11.1 This information will be made available to the exposed employee, if it is obtained.

26.11.2 At that time, the employee will be made aware of any applicable laws and regulations concerning disclosure of the identity and infectious status of the source individual.

26.12 Finally, the blood of the exposed employee is collected and tested for HIV and HBV, if needed.

26.13 Once these procedures have been completed, an appointment is arranged for the exposed employee with a qualified health care professional to discuss the employee's medical status.

26.13.1 This includes an evaluation of any reported illnesses, as well as any recommended treatment.

27 Information Provided to Health-Care Professionals

27.1 To assist health-care professionals, [company name] forwards a number of documents to them, including the following:

27.1.1 A description of the exposure incident,

27.1.2 The exposed employee's relevant medical records,

27.1.3 Any other pertinent information.

28 The Health-Care Professionals' Written Opinion

28.1 After the consultation, health-care professionals will provide Platinum Control Technologies with a written opinion evaluating the exposed employee's situation. In turn, a copy of this opinion will be furnished to the exposed employee.

28.2 In keeping with this process's emphasis on confidentiality, the written opinion will contain only the following information:

28.2.1 Whether the Hepatitis B vaccination is indicated for the employee,

28.2.2 Whether the employee has received the Hepatitis B vaccination,

28.2.3 Confirmation that the employee has been informed of the results of the evaluation,

28.2.4 Confirmation that the employee has been told about any medical conditions resulting from the exposure incident time require further evaluation or treatment.

28.3 All other findings or diagnoses will remain confidential and will not be included in the written report.

29 Medical Record Keeping

29.1 To ensure that as much medical information as possible is available to the participating health-care professionals, comprehensive medical records will be kept on employees.

29.2 Alex Garay is responsible for setting up and maintaining these records, which include the following information:

29.2.1 Name of employee,

29.2.2 Social security number of the employee,

29.2.3 Copies of the results of the examinations, medical testing and follow-up procedures that took place because of an employee's exposure to bloodborne pathogens,

29.2.4 A copy of the information provided to the consulting health-care professional.

29.3 As with all personal information, it is important that all medical records be kept confidential.

29.4 They will not be disclosed or reported to anyone without an employee's written consent (except as required by law).

30 Exposure Incident Investigation Form

Date of Incident: _____ Time of Incident: _____

Location: _____

_____

Potentially Infectious Materials Involved:

Type: _____Source:_____

Circumstances (work being performed, etc.): _____

_____

_____

How Incident Was Caused (accident, equipment malfunction, etc.): _____

_____

_____

Personal Protective Equipment Being Used: _____

Actions Taken (decontamination, clean-up, reporting, etc.): _____

_____

_____

Recommendations for Avoiding Repetition: _____

_____

_____

_____

Report Prepared by: _____ Date: _____

Supervisor:_____ Date: _____

31 Post-Exposure Evaluation and Follow-Up Checklist

31.1 The following steps must be taken, and information transmitted in the case of an employee's exposure to bloodborne pathogens:

Employee's Name: _____

Employee furnished with documentation regarding exposure incident. _____

Source individual identified: _____ Yes _____ No _____

Source individual's blood collected and tested, and results given to exposed employee. _____

_____ Consent from source individual could not be obtained.

Exposed employee's blood collected and tested. _____

Appointment arranged for employee with health-care professional. _____

Documentation forwarded to health-care professional. _____

_____ Description of exposed employee's duties

_____ Description of exposure incident, including routes of exposure

_____ Result of source individual's blood testing

_____ Employee's medical records

32 Information and Training

32.1 Having well-informed and trained employees is extremely important when attempting to eliminate or minimize employees' exposure to bloodborne pathogens.

32.2 For this reason, all employees who have the potential for exposure to bloodborne pathogens are put through a comprehensive training program and furnished with as much information as possible on this issue.

32.3 Employees will be retrained at least annually to keep their knowledge current.

32.4 Additionally, all new employees, as well as employees changing jobs or job functions, will be given any additional training their new position require at the time of their new job assignment.

32.5 Alex Garay is responsible for seeing that all employees who have the possibility

32.6 of being exposed to bloodborne pathogens receive this training.

33 Training Topics

33.1 The topics to be covered in our training program include, but are not limited to, the following:

33.1.1 The Occupational Safety and Health Administration's (OSHA's) Bloodborne Pathogens Standard.

33.1.2 The epidemiology and symptoms of bloodborne diseases.

33.1.3 The modes of transmission of bloodborne pathogens.

33.1.4 Platinum Control Technologies exposure control plan (and where employees can obtain a copy).

33.1.5 Appropriate methods for recognizing tasks and other activities that may involve exposure to blood and other potentially infectious material.

33.1.6 A review of the use and limitations of methods that will prevent or reduce exposure, including:

33.1.7 Engineering and work practice controls.

33.1.8 Selection and use of personal protective equipment, including:

33.1.8.1 Types available,

33.1.8.2 Proper use,

33.1.8.3 Location,

33.1.8.4 Removal,

33.1.8.5 Handling,

33.1.8.6 Decontamination,

33.1.8.7 Disposal.

33.1.8.8 Actions to take and people to contact in an emergency involving blood or other potentially infectious materials.

33.1.8.9 The procedures to follow if an exposure occurs, including the incident reporting.

33.1.8.10 Information on the facility-provided post-exposure evaluation and follow-up, including medical consultation.

34 Training Methods

34.1 Platinum Control Technologies's training presentations make use of several training techniques including, but not limited to:

34.1.1 Classroom-type atmosphere with personal instruction,

34.1.2 Videotape programs,

34.1.3 Training manuals and employee handouts,

34.1.4 Employee review sessions.

34.2 Because we feel employees need an opportunity to ask questions and interact with their instructors, time is set aside specifically for these activities in each training session.

35 Record Keeping

35.1 To facilitate the training of employees, as well as to document the training process, training records containing the following information are maintained:

35.1.1 Dates of all training sessions,

35.1.2 Contents/summary of the training sessions,

35.1.3 Names and qualifications of instructors,

35.1.4 Names and job titles of employees attending the training sessions.

35.2 These training records are available for examination and copying to employees and their representatives, as well as OSHA and its representatives.

36 Sharps Injury Log

Date	**Case/ Report No.**	Type of Device examples: syringe, suture needle)	**Brand Name of Device**	**Work Area where injury occurred** examples: Geriatrics, Lab)	**Brief description of how the incident occurred** (examples: procedure being done , action being performed (injection, disposal), body part injured.

37 Bloodborne Pathogens Training Roster

Date of Training: _____

Training Topic:

_____

Instructors and Their
Qualifications:_____

_____

_____

_____

Attendee Name &	Attendee Signature	Attendee Job Title

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CHAPTER 8

1 Cold Weather Safety / Cold Stress Program

1.1 Anyone working in a cold environment may be at risk of cold stress. Some workers may be required to work outdoors in cold environments and for extended periods, for example, snow cleanup crews, sanitation workers, police officers and emergency response and recovery personnel, like firefighters, and emergency medical technicians. Cold stress can be encountered in these types of work environment.

1.2 What constitutes extreme cold and its effects can vary across different areas of the country. In regions that are not used to winter weather, near freezing temperatures are considered "extreme cold." A cold environment forces the body to work harder to maintain its temperature. Whenever temperatures drop below normal and wind speed increases, heat can leave your body more rapidly.

1.3 Wind chill is the temperature your body feels when air temperature and wind speed are combined. For example, when the air temperature is 40°F, and the wind speed is 35 mph, the effect on the exposed skin is as if the air temperature was 28°F.

1.4 Cold stress occurs by driving down the skin temperature and eventually the internal body temperature (core temperature). This may lead to serious health problems, and may cause tissue damage, and possibly death.

1.5 Platinum Control Technologies has developed the following policy on Cold Weather Safety to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, 3 loose layers of clothing, gloves, boots, eye, face & ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 All Platinum Control Technologies employees will be trained on the hazards on working in cold environments.

4.2 Employees exposed to cold will receive initial and annual training regarding the health effects of cold exposure, proper rewarming procedures, recognition and first aid for frostbite and hypothermia, required protective clothing, proper use of warming shelters, the buddy system, vehicle breakdown procedures, and proper eating and drinking habits for working in the cold.

4.3 The training will consist of the information contained within this procedure.

4.4 Retraining will be conducted when warranted by an accident or other evidence of the employee's lack of understanding or compliance with the program.

4.5 Training will be provided for employees on how to prevent and recognize cold stress illnesses and injuries and how to apply first aid treatment.

4.6 Workers will be trained on the appropriate engineering controls, personal protective equipment and work practices to reduce the risk of cold stress.

5 Work Considerations

5.1 One aspect of the work environment that must be taken into consideration when planning and conducting projects in winter months (e.g. November through March) is the occurrence of adverse and harsh weather conditions.

5.2 An assessment will be conducted to identify the types of jobs or employees who are at risk for cold exposure.

5.3 Cold weather can cause physical discomfort, loss of efficiency, and possibly injury or death.

5.4 Alex Garay will be responsible for the daily monitoring of temperature and wind speed, which may result in cold stress to employees.

5.5 In addition, employees will be kept aware of the effects of cold stress. When outdoor temperatures are expected to be below (50o F), near freezing (30o F) or below, employees should pace themselves, especially if wearing heavy clothing, and take frequent rest breaks if directly involved with strenuous activities (e.g. lifting, pushing, etc.). Proper intake of non-caffeinated beverages (e.g. water, commercial electrolyte balanced drinks) is encouraged periodically throughout the workday in order to maintain proper fluid level retention and avoiding dehydration.

6 Signs & Symptoms

6.1 If an employee experiences one or more of the following:

6.1.1 Pale, cool moist skin,

6.1.2 Heavy or no sweating,

6.1.3 Muscle spasms,

6.1.4 Pain in hands, feet, or abdomen,

6.1.5 Strong, rapid, pulse rate,

6.1.6 Dizziness or nausea,

6.1.7 Confusion,

6.1.8 Fainting,

6.1.9 Red, hot, or drier than normal skin.

6.2 It is strongly advised that they should immediately sit down and attempt to alert a coworker to notify the site supervisor, who will take appropriate measures.

6.3 If a worker experiences the following disorders, especially during exhaustive, high physical activity periods outdoors in winter months:

6.3.1 Uncontrollable shivering,

6.3.2 Vague or slowed speech,

6.3.3 Memory lapses,

6.3.4 Incoherence,

6.3.5 Drowsiness,

6.3.6 Changing color of skin,

6.3.7 Decreasing blood pressure, pulse rate, or respiration.

6.4 That person may be exhibiting early warning signs of cold stress. It is imperative to get this person acclimatized to a warmer (preferably indoors, at ambient temperatures) location as soon as possible and re-hydrated with non-caffeinated, sweetened beverages.

7 Safe Work Practices

7.1 The following practices will be used to help prevent cold stress and related injuries:

7.1.1 Ensure workers have suitable clothing for working in cold conditions.

7.1.2 Postpone outdoor work if temperatures are less than 40 degrees and there is rain.

7.1.3 Conduct outdoor operations during the middle of the day to take advantage of solar heat load.

7.1.4 Provide a heated space for workers to take breaks.

7.2 Proper hydration must be made available to employees exposed to cold weather temperature extremes.

7.2.1 Ensure worker stay adequately hydrated.

7.2.2 Workers and Supervisors should know the signs and symptoms of cold-related illness.

7.2.3 Workers must practice the buddy system and monitor other workers on the crew for signs and symptoms of cold-related illness.

7.2.4 Supervisors should remind workers of the dangers, and signs and symptoms of cold related illness during daily and weekly safety briefings during periods of low temperatures.

7.2.5 Workers should notify the Site Safety Officer if the worker has a medical condition that would pre-dispose him or her to cold stress. These conditions may include heart disease, high blood pressure, pulmonary diseases, obesity, lack of acclimatization, etc.

8 Walkways/Travelways

8.1 It is the policy of Platinum Control Technologies that regularly used walkways and travelways must be sanded, salted, or cleared of snow and ice as soon as practicable.

9 Unsuitable Snow/ Ice Build-Ups

9.1 All employees of Platinum Control Technologies will be informed of the dangers and destructive potential caused by unstable snow buildup, sharp icicles, and ice dams and know how to prevent accidents caused by them.

10 Cold Weather Supplies

10.1 Cold weather supplies must be regularly inspected and restocked when necessary.

11 The Cold Stress Equation

11.1 Low Temperature + Wind Speed + Wetness = Injuries and Illnesses

Wind Speed (MPH)
0 10 20 30 40

30° F/-1.1° C -	**Little Danger (Caution)**
20° F/-6.7° C -	**Freezing to Exposed Flesh within 1 Hour**
10° F/-12.2° C -	
0° F/-17.8° C -	**Danger**
-10° F/-23.3° C -	**Freezing to Exposed Flesh within 1 Minute**
-20° F/-28.9° C -	
-30° F/-34.4° C -	**Extreme Danger**
-40° F/-40° C -	**Freezing to Exposed Flesh within 30 Seconds**
-50° F/-45.6° C -	**Adapted from: ACGIH Threshold Limit Values, Chemical Substances and Physical Agents Biohazard Indices, 1998-1999.**

12 Risk Factors that Contribute to Cold Stress

12.1 Wetness/dampness, dressing improperly, and exhaustion.

12.2 Predisposing health conditions such as hypertension, hypothyroidism, and diabetes.

12.3 Poor physical conditioning.

13 How does the body react to cold conditions?

13.1 In a cold environment, most of the body's energy is used to keep the internal core temperature warm.

13.2 Over time, the body will begin to shift blood flow from the extremities (hands, feet, arms, and legs) and outer skin to the core (chest and abdomen).

13.3 This shift allows the exposed skin and the extremities to cool rapidly and increases the risk of frostbite and hypothermia.

13.4 Combine this scenario with exposure to a wet environment, and trench foot may also be a problem.

14 What are the most common cold induced illnesses/injuries?

14.1 Hypothermia

14.2 Frostbite

14.3 Trench Foot

15 What is Hypothermia?

15.1 Hypothermia occurs when body heat is lost faster than it can be replaced and the normal body temperature (98.6°F) drops to less than 95°F.

15.2 Hypothermia is most likely at very cold temperatures, but it can occur even at cool temperatures (above 40°F), if a person becomes chilled from rain, sweat, or submersion in cold water.

15.3 What are the symptoms of hypothermia?

15.3.1 Mild symptoms:

15.3.1.1 An exposed worker is alert.

15.3.1.2 He or she may begin to shiver and stomp the feet in order to generate heat.

15.3.2 Moderate to Severe symptoms:

15.3.2.1 As the body temperature continues to fall, symptoms will worsen and shivering will stop.

15.3.2.2 The worker may lose coordination and fumble with items in the hand, become confused and disoriented.

15.3.2.3 He or she may be unable to walk or stand, pupils become dilated, pulse and breathing become slowed, and loss of consciousness can occur. A person could die if help is not received immediately.

15.4 What can be done for a person suffering from hypothermia?

15.4.1.1 Call 911 immediately in an emergency; otherwise seek medical assistance as soon as possible.

15.4.1.2 Move the person to a warm, dry area.

15.4.1.3 Remove wet clothes and replace with dry clothes, cover the body (including the head and neck) with layers of blankets; and with a vapor barrier (e.g. tarp, garbage bag). Do **not** cover the face.

15.4.1.4 If medical help is more than 30 minutes away:

15.4.1.4.1 Give warm sweetened drinks if alert (no alcohol), to help increase the body temperature. Never try to give a drink to an unconscious person.

15.4.1.4.2 Place warm bottles or hot packs in armpits, sides of chest, and groin. Call 911 for additional rewarming instructions.

15.4.1.5 If a person is not breathing or has no pulse:

15.4.1.5.1 Call 911 for emergency medical assistance immediately.

15.4.1.5.2 Treat the worker as per instructions for hypothermia, but be very careful and do not try to give an unconscious person fluids.

15.4.1.5.3 Check him/her for signs of breathing and for a pulse. Check for 60 seconds.

15.4.1.5.4 If after 60 seconds the affected worker is not breathing and does not have a pulse, trained workers may start rescue breaths for 3 minutes.

15.4.1.5.5 Recheck for breathing and pulse, check for 60 seconds.

15.4.1.5.6 If the worker is still not breathing and has no pulse, continue rescue breathing.

15.4.1.5.7 Only start chest compressions per the direction of the 911 operator or emergency medical services*

15.4.1.5.8 Reassess patient's physical status periodically.

15.4.1.5.9 Chest compression are recommended only if the patient will not receive medical care within 3 hours.

16 What is Frostbite?

16.1 Frostbite is an injury to the body that is caused by freezing of the skin and underlying tissues. The lower the temperature, the more quickly frostbite will occur.

16.2 Frostbite typically affects the extremities, particularly the feet and hands. Amputation may be required in severe cases.

16.3 What are the symptoms of frostbite?

16.3.1 Reddened skin develops gray/white patches.

16.3.2 Numbness in the affected part.

16.3.3 Feels firm or hard.

16.3.4 Blisters may occur in the affected part, in severe cases.

16.4 What can be done for a person suffering from frostbite?

16.4.1 Follow the recommendations described above for hypothermia.

16.4.2 Do not rub the affected area to warm it because this action can cause more damage.

16.4.3 Do not apply snow/water. Do not break blisters.

16.4.4 Loosely cover and protect the area from contact.

16.4.5 Do not try to rewarm the frostbitten area before getting medical help; for example, do not place in warm water. If a frostbitten area is rewarmed and gets frozen again, more tissue damage will occur. It is safer for the frostbitten area to be rewarmed by medical professionals.

16.4.6 Give warm sweetened drinks, if the person is alert. Avoid drinks with alcohol.

17 What is Immersion/Trench Foot?

17.1 Trench Foot or immersion foot is caused by prolonged exposure to wet and cold temperatures. It can occur at temperatures as high as 60°F if the feet are constantly wet.

17.2 Non-freezing injury occurs because wet feet lose heat 25-times faster than dry feet.

17.3 To prevent heat loss, the body constricts the blood vessels to shut down circulation in the feet. The skin tissue begins to die because of a lack of oxygen and nutrients and due to the buildup of toxic products.

17.4 What are the symptoms of trench foot?

17.4.1 Redness of the skin, swelling, numbness, blisters.

17.5 What can be done for a person suffering from immersion foot?

17.5.1 Call 911 immediately in an emergency; otherwise seek medical assistance as soon as possible.

17.5.2 Remove the shoes, or boots, and wet socks.

18 Dressing Properly

18.1 Dressing properly is extremely important to preventing cold stress.

18.2 The type of fabric worn also makes a difference. Cotton loses its insulation value when it becomes wet. Wool, silk and most synthetics, on the other hand, retain their insulation even when wet.

18.3 The following are recommendations for working in cold environments:

18.3.1.1 Wear at least three layers of loose fitting clothing. Layering provides better insulation. Do not wear tight fitting clothing.

18.3.1.1.1 An inner layer of wool, silk or synthetic to keep moisture away from the body.

18.3.1.1.2 A middle layer of wool or synthetic to provide insulation even when wet.

18.3.1.1.3 An outer wind and rain protection layer that allows some ventilation to prevent overheating.

18.3.1.2 Wear a hat or hood to help keep your whole body warmer. Hats reduce the amount of body heat that escapes from your head.

18.3.1.3 Use a knit mask to cover the face and mouth (if needed).

18.3.1.4 Use insulated gloves to protect the hands (water resistant if necessary).

18.3.1.5 Wear insulated and waterproof boots (or other footwear).

18.3.1.6 Keep a change of dry clothing available in case work clothes become wet.

18.3.1.7 With the exception of the wicking layer do not wear tight clothing. Loose clothing allows better ventilation of heat away from the body.

19 Safety Tips for Workers

19.1 Monitor your physical condition and that of your coworkers.

19.2 Dress properly for the cold.

19.3 Stay dry in the cold because moisture or dampness, e.g. from sweating, can increase the rate of heat loss from the body.

19.4 Keep extra clothing (including underwear) handy in case you get wet and need to change.

19.5 Drink warm sweetened fluids (no alcohol).

19.6 Use proper engineering controls, safe work practices, and personal protective equipment (PPE) provided.

19.7 If possible, heavy work should be scheduled during the warmer parts of the day.

19.8 Take breaks out of the cold.

19.9 Try to work in pairs to keep an eye on each other and watch for signs of cold stress.

19.10 Avoid fatigue since energy is needed to keep muscles warm.

19.11 Take frequent breaks and consume warm, high calorie food such as pasta to maintain energy reserves.

CHAPTER 9

1 Confined Space Program

1.1 The program covers confined spaces to include, but are not limited to, tanks, vessels, silos, storage bins, hoppers, vaults, pits, manholes, tunnels, equipment housings, ductwork, pipelines, etc.

1.2 Many workplaces contain areas that are considered "confined spaces" because while they are not necessarily designed for people, they are large enough for workers to enter and perform certain jobs.

1.3 A confined space also has limited or restricted means for entry or exit and is not designed for continuous occupancy.

1.4 Platinum Control Technologies has developed the following policy on Confined Spaces to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, certification training.

2.2 Permit: Entry Permit (Required for each confined space.)

2.3 Cancelled Permit: (Must keep records 1 year.)

2.4 Communication: (RF Radio, Cell Phones, Verbal, Written)

2.5 Program Review: (Confined Space Entry program must be review annually.)

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

3.2 Prior to the start of work Alex Garay or their competent designee will identify all confined spaces Platinum Control Technologies may direct employees to work.

3.2.1 Permit spaces will be identified by careful evaluation and consideration of the elements of the space.

3.3 The internal atmosphere must be tested, with a calibrated direct-reading instrument, for oxygen content, for flammable gases and vapors, and for potential toxic air contaminants.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities pose a risk from confined space entry.

4.2 Training must be done prior to:

4.2.1 Assignment of duties,

4.2.2 Change in assignment of duties,

4.2.3 Workplan deviations or,

4.2.4 In the occurrence of new hazards.

4.3 Training provided by Platinum Control Technologies will be recorded and made available to any authorized representative or employee of Platinum Control Technologies.

4.4 The training records will include at the minimum:

4.4.1 Employee names,

4.4.2 Trainer signatures,

4.4.3 Dates of training.

5 Signage/Barricades

5.1 Where there is risk from unauthorized entry into a confined space/permit confined space signage, barricades, barriers, etc. must be use.

5.2 Each space will be analyzed to determine the proper signage and barricades needed to protect:

5.2.1 The public (pedestrians, vehicles, etc.),

5.2.2 Entrants from external hazards and,

5.2.3 A method to detection hazardous conditions to ensure conditions are acceptable during the entry and the duration of the permit space.

6 Personal Protective Equipment

6.1 Platinum Control Technologies will provide and maintain the necessary PPE and any other equipment to employees whose job duties pose a risk from confined space entry.

6.2 Employees of Platinum Control Technologies are required to use the provided PPE.

7 Detection of Hazardous Conditions

7.1 If hazardous conditions are detected during entry, employees must immediately leave the space.

7.2 Platinum Control Technologies will evaluate the space to determine the cause of the hazardous atmosphere and modify the program as necessary.

7.3 When entry to permit spaces is prohibited, Platinum Control Technologies will take effective measures to prevent unauthorized entry.

7.3.1 Non-permit confined spaces must be evaluated when changes occur in their use or configuration and, where appropriate, must be reclassified as permit spaces.

7.4 A space with no potential to have atmospheric hazards may be classified as a non-permit confined space only when all hazards are eliminated in accordance with the standard.

7.4.1 If entry is required to eliminate hazards and obtain data, Platinum Control Technologies will follow specific procedures in the standard.

8 Monitoring

8.1 It is a requirement of Platinum Control Technologies that an outside attendant must be on duty for the duration of the confined space operation.

8.2 Platinum Control Technologies does not allow a single attendant to monitor multiple confined spaces at one time.

8.3 To inform entrants of potential hazards, pre-entry testing results and continuous monitoring, Platinum Control Technologies requires entrants participate in the permit review and signing.

8.4 Testing must be done prior to entry or any work and Ventilation must be used.

8.5 Additional monitoring may be requested by employees or their representatives and at any time.

8.6 Any employee who enters the space, or that employee's authorized representative, shall be provided with an opportunity to observe the periodic testing.

9 Assigned Duties

9.1 Authorized Entrant

9.2 Authorized entrants are required to:

9.2.1 Know space hazards, including information on the means of exposure such as inhalation or dermal absorption, signs of symptoms and consequences of the exposure;

9.2.2 Use appropriate personal protective equipment properly;

9.2.3 Maintain communication with attendants as necessary to enable them to monitor the entrant's status and alert the entrant to evacuate when necessary;

Authorized Entrant Continued

9.2.4 Exit from the permit space as soon as possible when:

9.2.4.1 Ordered by the authorized person;

9.2.4.2 He or she recognizes the warning signs or symptoms of exposure;

9.2.4.3 A prohibited condition exists; or

9.2.4.4 An automatic alarm is activated.

9.2.5 Alert the attendant when a prohibited condition exists or when warning signs or symptoms of exposure exist.

9.3 **Attendant**

9.4 The attendant is required to:

9.4.1 Remain outside the permit space during entry operations unless relieved by another authorized attendant;

9.4.2 Perform non-entry rescues when specified by the employer's rescue procedure;

9.4.3 Know existing and potential hazards, including information on the mode of exposure, signs or symptoms, consequences and physiological effects;

9.4.4 Maintain communication with and keep an accurate account of those workers entering the permit space;

9.4.5 Order evacuation of the permit space when:

9.4.5.1 A prohibited condition exists;

9.4.5.2 A worker shows signs of physiological effects of hazard exposure;

9.4.5.3 An emergency outside the confined space exists; and

9.4.5.4 The attendant cannot effectively and safely perform required duties.

9.5 Summon rescue and other services during an emergency;

9.6 Ensure that unauthorized people stay away from permit spaces or exit immediately if they have entered the permit space;

9.7 Inform authorized entrants and the entry supervisor if any unauthorized person enters the permit space; and

9.8 Perform no other duties that interfere with the attendant's primary duties.

9.9 Attendants must not monitor more than 1 confined space at a time.

9.10 **Entry Supervisor**

9.11 Entry supervisors are required to:

9.11.1 Know space hazards including information on the mode of exposure, signs or symptoms and consequences;

9.11.2 Verify emergency plans and specified entry conditions such as permits, tests, procedures and equipment before allowing entry;

9.11.3 Terminate entry and cancel permits when entry operations are completed or if a new condition exists;

9.11.4 Verify that rescue services are available and that the means for summoning them are operable;

9.11.5 Take appropriate measures to remove unauthorized entrants; and

9.11.6 Ensure that entry operations remain consistent with the entry permit and that acceptable entry conditions are maintained.

10 Emergency/Rescue

10.1 **Rescue Service Personnel**

10.1.1 In the event of an emergency the rescue services will be provided by the host facility.

10.1.2 In the instance Platinum Control Technologies is required to provide rescue services, a designated rescue services personnel team will be selected.

10.1.3 Platinum Control Technologies will ensure that designated responders are capable of responding to an emergency in a timely manner.

10.1.4 Platinum Control Technologies will provide designated rescue service personnel “where required” to be listed on the permit, with personal protective and rescue equipment at no cost, including respirators, and training in how to use it.

10.2 Platinum Control Technologies shall provide affected employees with the personal protective equipment (PPE) needed to conduct permit space rescues safety and train affected employees so they are proficient in the use of PPE at no cost to the employee.

10.2.1 The designated rescue service personnel also must receive the authorized entrants training and be trained to perform assigned rescue duties.

10.3 At least one rescue member must hold a current certification in first aid and CPR.

10.4 Affected employees must practice making permit space rescues at least once every 12 months by means of simulated rescue operations in which they remove dummies, manikins, or actual persons from the actual permit spaces or from representative permit spaces.

10.5 Non-entry rescue retrieval systems or methods must be used whenever an authorized entrant enters a permit space, unless the retrieval equipment would increase overall risk or would not contribute to the entrant's rescue.

10.6 Unauthorized personnel must not attempt a rescue as this could threaten their lives.

10.7 **Harnesses/Retrieval Lines**

10.7.1 Authorized entrants who enter a permit space must wear a chest or full body harness with a retrieval line attached to the center of their backs near shoulder level or above their heads. Wristlets may be used if the employer can demonstrate that the use of a chest or full body harness is not feasible or creates a greater hazard.

10.7.2 It is a requirement of Platinum Control Technologies that the other end of the retrieval line must be attached to a mechanical device or a fixed point outside the permit space. A mechanical device must be available to retrieve someone from vertical type permit spaces more than five feet (1.524 meters) deep.

10.8 **SDS**

10.8.1 If an injured entrant is exposed to a substance for which a Safety Data Sheet (MSDS) or other similar written information is required to be kept at the worksite, that SDS or other written information must be made available to the medical facility personnel treating the exposed entrant.

11 IDLH (Immediately Dangerous to Life and Health)

11.1 It is the policy of Platinum Control Technologies to have on-site emergency services when IDHL conditions exist while work is being done.

12 Entry Permit

12.1 Prior to entry into a confined space, it is a requirement of Platinum Control Technologies that an entry permit must be completed.

12.2 The entry permit will be the printed/written document that controls entry into a confined space.

12.3 A permit, signed by the entry supervisor, must be posted at all entrances or otherwise made available to entrants before they enter a permit space.

12.4 The permit must verify that pre-entry preparations outlined in the standard have been completed.

12.5 The duration of entry permits must not exceed the time required to complete an assignment.

12.6 Platinum Control Technologies shall implement the measures necessary to prevent unauthorized entry, identify and evaluate the hazards of permit spaces before employees enter them, and develop and implement the procedures necessary for safety permit space entry operations by:

12.6.1 Specifying acceptable entry conditions, providing each authorized entrant the opportunity to observe any monitoring or testing, isolating the permit space, purging, inerting, flushing, or ventilating the permit space to eliminate atmospheric hazards, providing pedestrian, vehicle, or other barriers as necessary to protect entrants from external hazards, and verifying that conditions in the permit space are acceptable for entry throughout the duration of an authorized entry.

12.7 The company will conduct atmospheric testing of a permit required confined space prior to allowing entrants into the space. The program requires that testing be conducted using a calibrated direct reading instrument and include testing for oxygen, flammable gases or vapors, and for toxic air containments. The program also requires that testing be conducted in the order previously stated. The program must state that atmospheric testing results must be revealed to requesting affected employees or their representatives.

12.8 **Entry permits must include:**

12.8.1 Name of permit space to be entered, authorized entrant(s), eligible attendants and individuals authorized to be entry supervisors;

12.8.2 Test results;

12.8.3 Tester's initials or signature;

12.8.4 Name and signature of supervisor who authorizes entry;

12.8.5 Purpose of entry and known space hazards;

12.8.6 Measures to be taken to isolate permit spaces and to eliminate or control space hazards;

12.8.7 Name and telephone numbers of rescue and emergency services and means to be used to contact them;

12.8.8 Date and authorized duration of entry;

12.8.9 Acceptable entry conditions;

12.8.10 Communication procedures and equipment to maintain contact during entry;

12.8.11 Additional permits, such as for hot work, that have been issued authorizing work in the permit space;

12.8.12 Special equipment and procedures, including personal protective equipment and alarm systems; and

12.9 Any other information needed to ensure employee safety. Before entry is authorized, the employer shall prepare an entry permit.

12.10 The entry supervisor identified on the permit shall sign it to authorize entry.

12.11 The completed permit shall be made available at the time of entry to all authorized entrants or their authorized representatives.

12.12 The duration of the permit may not exceed the time required to complete the assigned task or job identified on the permit.

13 Cancelled Entry Permits

13.1 The entry supervisor must cancel entry permits when an assignment is completed or when new conditions exist.

13.2 New conditions must be noted on the canceled permit and used in revising the permit space program.

13.3 The standard requires that all canceled entry permits be kept for at least one year.

13.4 The permit space program must be reviewed annually using the canceled permits and revised as necessary to ensure that employees participating in entry operations are protected from permit space hazards.

14 Multiple Contractors

14.1 When work is being performed by more than one contractor Platinum Control Technologies will obtain any available information regarding permit space hazards and entry operations from the host contractor.

14.2 Platinum Control Technologies will coordinate entry operations with the host contractor, when both host contractor personnel and contractor personnel will be working in or near permit spaces.

14.3 Platinum Control Technologies will inform the host employer of the permit space program that the contractor will follow and of any hazards confronted or created in permit spaces, either through a debriefing or during the entry operation.

15 Alternative to a Full Permit Entry

15.1 Under certain conditions described in the standard, the employer may use alternate procedures for worker entry into a permit space. For example, if an employer can demonstrate with monitoring and inspection data that the only hazard is an actual or potential hazardous atmosphere that can be made safe for entry using continuous forced air ventilation, the employer may be exempted from some requirements, such as permits and attendants. However, even in these circumstances, the employer must test the internal atmosphere of the space for oxygen content, flammable gases and vapors, and the potential for toxic air contaminants before any employee enters it. The employer must also provide continuous ventilation and verify that the required measurements are performed before entry.

16 Permit-Required Confined Space Decision Flow Chart

16.1 See next page.

Platinum Control Technologies

Confined Space / Permit Confined Space	Reference: 29 CFR 1910.146, 1926.1207
Safety Director	Alex Garay
Phone Number	817-529-6485
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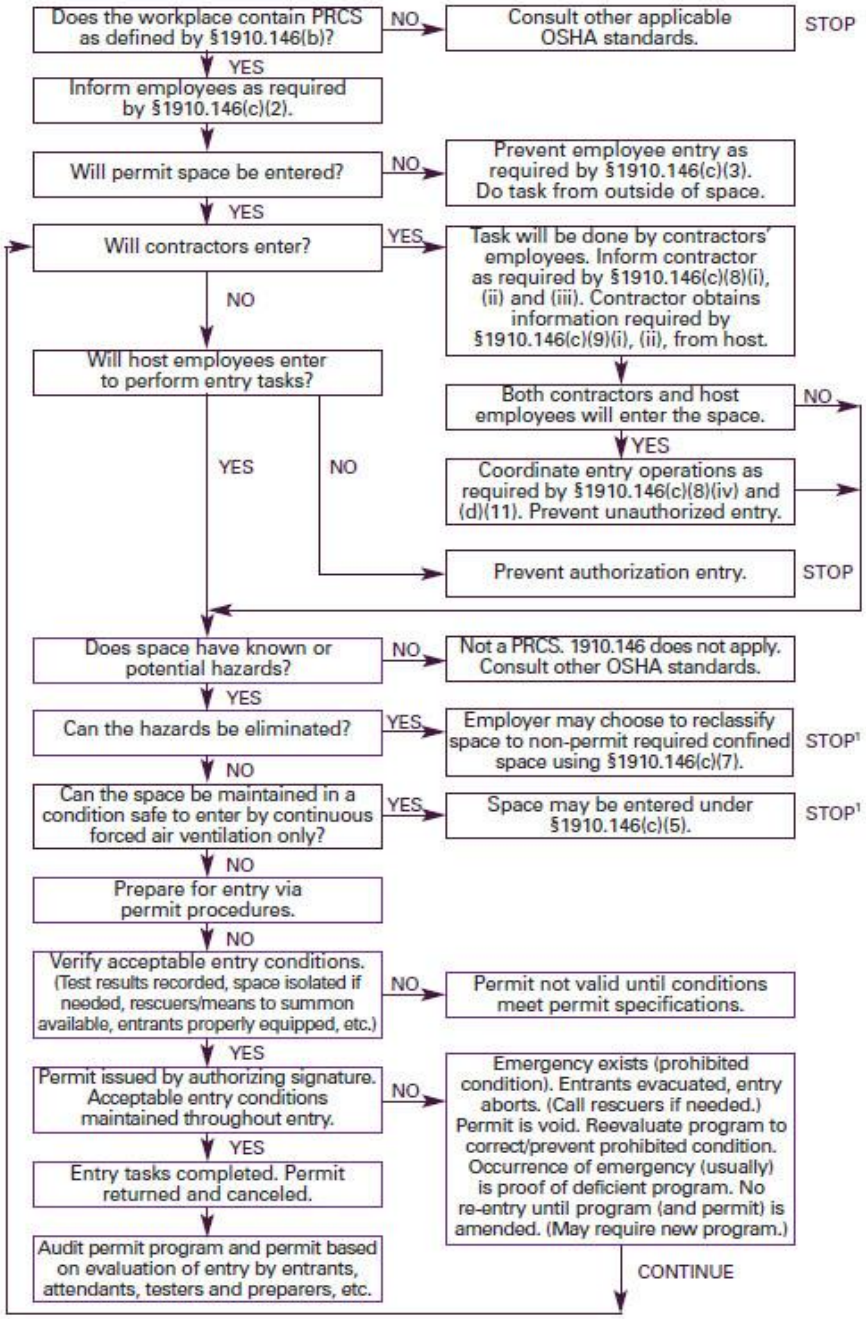
Permit-Required Confined Space Decision Flow Chart



[1] Spaces may have to be evacuated and reevaluated if hazards arise during entry.

Source: 29 CFR 1910.146 Appendix A.

17 Confined Space Entry Permit

Confined Space Entry Permit Number			
Site Location or Description:			
Purpose of Entry:			
Supervisor(s) in charge of Crew:	Phone Number	Type of Crew	Phone Number
Permit Date		Permit Duration	
Communication Procedures (Including Equipment):			
Rescue Procedures (Also see emergency contact phone numbers at end of form)			

REQUIREMENTS COMPLETED (Put N/A if item does not apply)	Date	Time	REQUIREMENTS COMPLETED (Put N/A if item does not apply)	Date	Time
Lockout/De-energize/Try-out			Supplied Air Respirator (N/A if alternate entry)		
Line(s)Broken-Capped-Blank			Respirators (Air Purifying)		
Purge-Flush and Vent			Protective Clothing		
Ventilation			Full Body Harness w/" D" ring		
Secure Area (post and Flag)			Emergency Escape Retrieval Equipment		
Lighting (explosive proof)			Lifelines		
Hotwork Permit			Standby safety personnel (N/A if alternate entry)		
Fire Extinguishers			Resuscitator – Inhalator (N/A if alternate entry)		

Confined Space Entry Permit (Continued)		
Air Monitoring		
Substance Monitored	Permissible Levels	Monitoring Results

Platinum Control Technologies

Confined Space / Permit Confined Space	Reference: 29 CFR 1910.146, 1926.1207
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Time monitored (put time) Percent Oxygen		Record the time 19.5% to 23.5%									
LEL/LFL		Under10%									
Toxic 1:		_____PEL	_____STEL								
Toxic 2:		_____PEL	_____STEL								
Toxic 3:		_____PEL	_____STEL								
Toxic 4:		_____PEL	_____STEL								
Remarks:											

Air Tester Name	ID#	Instrument(s) Used (for example: oxygen meter, combustible gas indicator, etc.)	Model # or Type	Serial # or Unit

Attendants and Entrants

Attendant(s) Required for all confined space work except alternate entry)	ID#	Confined Space Entrants	ID#

Remarks:					
Supervisor Authorization – All conditions Satisfied Department or Phone Number					
Emergency Contact Phone Numbers:		Ambulance:		Fire:	
Safety:		Rescue Team:		Other:	

CHAPTER 10

1 Contractor-Subcontractor Working Relations Program

1.1 Working relations between the general contractor and subcontractor is vital to the success of any project.

1.2 Communication is the key to this working relationship.

1.3 Platinum Control Technologies has developed the following policy on Contractor-Subcontractor Working Relations to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Site Specific

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Verification

4.1 It is the policy of Platinum Control Technologies that a verification process will be conducted to ensure that on-site subcontractors are:

4.2 Competent and capable of performing their assigned duties in a safe and environmentally sound manner,

4.3 Have completed to ensure that on-site subcontractors have the appropriate licenses, registrations, and insurance to complete their work.

5 Communication

5.1 It is a requirement of Platinum Control Technologies that prior to the start of work the contractor and subcontractor must establish clear lines of communication that includes an effective reporting relationship.

5.1.1 The aim of this process is to improve HSE performance by facilitating the interface of contractor's activities with those of the client, other contractors and subcontractors.

6 Roles & Responsibilities

6.1 It is a requirement of Platinum Control Technologies that prior to the start of work the contractor and subcontractor must define clear roles and responsibilities.

6.1.1 Aligning the various interests and areas of responsibility requires good working relationships between the client, contractors and subcontractors.

6.1.2 This is particularly true if the subcontractor activities are difficult to monitor (e.g. distributed work groups, remote locations, transportation).

7 Emergency Action Plan

7.1 It is the policy of Platinum Control Technologies that prior to the start of work the contractor and subcontractor will communicate the emergency response procedures and capabilities.

7.1.1 The contractor must contact subcontractors to ensure their roles in emergency response plans are known.

8 Subcontractor Performance

8.1 It is the determination of Platinum Control Technologies to ensure that an appropriate level of oversight and monitoring will be put in place to verify subcontractor performance for the life of the contract.

8.1.1 Contractors will periodically review the HSE performance of subcontractors and verify compliance with regulatory and work-specific requirements.

Platinum Control Technologies

Crane Overhead & Gantry / Rigging	Reference: 29 CFR 1910.179	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 11

1 Crane Overhead & Gantry / Rigging Program

1.1 Overhead cranes are defined by OSHA as a crane with a movable bridge carrying a movable or fixed hoisting mechanism and traveling on an overhead fixed runway structure.

1.2 Countless companies in the manufacturing and construction industries rely on overhead cranes to lift and transport materials.

1.3 When installed and used properly, these systems make operations easier and safer.

1.4 But, overhead crane accidents cause severe injuries and fatalities every year.

1.5 Preventing these disasters requires workers to recognize certain hazards that occur during operation and follow safety procedures to avoid them.

1.6 Platinum Control Technologies has developed the following policy on Overhead Gantry Crane / Rigging to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety Meeting, Awareness & Certification training.

2.2 PPE: Safety vests, Work boots, Work gloves, Hard hats, Eye & Ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of Overhead Gantry Cranes.

4.2 Only operators who have been trained in the safe work practices and deemed competent are allowed to operate cranes.

4.3 Training of all operators will include the following:

4.3.1 Capacities of equipment and attachments.

4.3.2 Purpose, use and limitation of controls.

4.3.3 How to make daily checks.

4.3.4 The energizing sequences, including pneumatic, hydraulic, and electrical sequences.

4.3.5 Start-up and shutdown procedures.

4.3.6 Emergency shutdown procedures.

4.3.7 General operating procedures.

4.3.8 All basic signaling procedures, including hand, radio, or telephone signals, where required.

4.3.9 Knowledge of 1910.179 Overhead and Gantry Cranes, and other applicable OSHA standards.

4.3.10 Practice in operating the assigned equipment through the mechanical functions necessary to perform the required task.

4.3.11 Maximum rated capacity of the crane.

4.4 Training of all riggers will include the following:

4.4.1 The requirements of 1910.179 Overhead and Gantry Cranes.

4.4.2 Knowledge of OSHA Slings.

4.4.3 Knowledge of OSHA Personal Protective Equipment.

4.4.4 Maximum capacity of the crane.

4.4.5 Rigging procedures.

4.4.6 Company rules and regulations.

5 Rated Load

5.1 It is a requirement of Platinum Control Technologies that the rated load of the crane must be plainly marked on each side of the crane.

5.2 If the crane has more than one hoisting unit, each hoist must have its rated load marked on it or its load block and this marking must be clearly legible from the ground or floor.

5.3 The rated load marking on a hoist must be located and arranged so that it is evident to the personnel responsible for the safe operation of the hoisting unit.

5.4 Written reports must be made and maintained on rated load tests showing the test procedures and confirming the adequacy of any repairs or alterations.

6 Monthly Inspection

6.1 Each month an inspection must be conducted by the designated competent person.

6.2 The inspection must include any deficiencies that the competent person who conducts the annual inspection determines must be monitored.

6.3 Monthly inspection records must be made and kept on critical items in use such as brakes, crane hooks, and ropes.

6.4 Rope inspection must be performed and recorded once a month to certify the date and signature of the person performing the inspection.

6.5 Wire ropes on equipment must not be used until an inspection demonstrates that no corrective action is required.

6.6 All rope which has been idle for a period of a month or more due to shutdown or storage of a crane on which it is installed must be given a thorough inspection before it is used.

6.7 This inspection must be for all types of deterioration and must be performed by an appointed or authorized person whose approval is required for further use of the rope.

6.8 Monthly inspection must be conducted, and records must be kept of all hooks with deformation or cracks.

6.8.1 The certification records must include

6.8.2 Date of inspection,

6.8.3 Signature of the person performing inspection and

6.8.4 The serial number or other identifier of hook inspected.

6.9 Monthly inspection must be conducted, and records must be kept of all hoist chains (including end connections) for:

6.9.1 Excessive wear,

6.9.2 Twist,

6.9.3 Distorted links interfering with proper function and

6.9.4 Stretch beyond manufacturer's recommendation.

6.9.5 The certification records must include:

6.9.6 Date of inspection,

6.9.7 Signature of the person performing inspection and

6.9.8 Identifier of chain inspected.

7 Fire Extinguishers

7.1 It is a requirement of Platinum Control Technologies that a CO2 or dry chemical fire extinguisher must be kept in the crane cab or vicinity of the crane.

8 Working Near Equipment/Power Lines

8.1 Electrical equipment must be located or enclosed so that live parts will not be exposed to accidental contact under normal operating conditions.

9 Preventative Maintenance

9.1 It is a requirement of Platinum Control Technologies that a preventive maintenance program based upon the crane manufacturer's recommendations must be established.

9.2 Before repair begins, equipment must be locked and tagged.

9.3 "Out of Order" signs must be positioned on or near the equipment.

10 Slings

10.1 It is a requirement of Platinum Control Technologies that whenever any sling is used specific safety practices must be observed.

10.2 Each sling must be inspected before being used.

10.3 Each sling, fastenings, and all attachments must be inspected by a designated competent person by Platinum Control Technologies.

10.4 **Safe Lifting Practices**

10.5 There are four primary factors to consider when safely lifting a load.

10.5.1 The size, weight, and center of gravity of the load;

10.5.2 The number of legs and the angle the sling makes with the horizontal line;

10.5.3 The rated capacity of the sling; and

10.5.4 The history of the care and usage of the sling.

10.6 Size, Weight, and Center of Gravity of the Load

10.6.1 The center of gravity of an object is that point at which the entire weight may be considered as concentrated.

10.6.2 To make a level lift, the crane hook must be directly above this point.

10.6.3 While slight variations are usually permissible, if the crane hook is too far to one side of the center of gravity, dangerous tilting will result causing unequal stresses in the different sling legs.

10.6.4 This imbalance must be compensated for at once.

10.7 **Number of Legs and Angle with the Horizontal**

10.7.1 As the angle formed by the sling leg and the horizontal line decreases, the rated capacity of the sling also decreases.

10.7.2 In other words, the smaller the angle between the sling leg and the horizontal, the greater the stress on the sling leg and the smaller (lighter) the load the sling can safely support.

10.7.3 Larger (heavier) loads can be safely moved if the weight of the load is distributed among more sling legs.

10.8 **Rated Capacity of the Sling**

10.8.1 The rated capacity of a sling varies depending upon the type of sling, the size of the sling, and the type of hitch.

10.8.2 Operators must know the capacity of the sling.

10.8.3 Charts or tables that contain this information generally are available from sling manufacturers.

10.8.4 The values given are for new slings. Older slings must be used with additional caution.

10.8.5 Under no circumstances shall a sling's rated capacity be exceeded.

10.9 **History of Care and Usage**

10.9.1 The mishandling and misuse of slings are the leading cause of sling-related accidents.

10.9.2 The majority of injuries and accidents, however, can be avoided by becoming familiar with the essentials of proper sling care and use.

10.10 **Proper care and use are essential for maximum service and safety.**

10.10.1 Slings must be protected with cover saddles, burlap padding, or wood blocking as well as from unsafe lifting procedures such as overloading to prevent sharp bends and cutting edges.

10.10.2 Before making a lift, check to be certain that the sling is properly secured around the load and that the weight and balance of the load have been accurately determined.

10.10.3 If the load is on the ground, do not allow the load to drag along the ground.

10.10.4 This could damage the sling. If the load is already resting on the sling, ensure that there is no sling damage prior to making the lift.

10.10.5 Next, position the hook directly over the load and seat the sling squarely within the hook bowl.

10.10.6 This gives the operator maximum lifting efficiency without bending the hook or overstressing the sling.

10.10.7 Wire rope slings also are subject to damage resulting from contact with sharp edges of the loads being lifted.

10.10.8 These edges can be blocked or padded to minimize damage to the sling.

10.10.9 After the sling is properly attached to the load, there are a number of good lifting techniques that are common to all slings.

10.10.10 First, make sure that the load is not lagged, clamped, or bolted to the floor.

10.10.11 Second, guard against shock loading by taking up the slack in the sling slowly.

10.10.11.1 Apply power cautiously to prevent jerking at the beginning of the lift, and slowly accelerate or decelerate.

10.10.12 Third, check the tension on the sling.

10.10.12.1 Raise the load a few inches, stop, and check for proper balance and that all items are clear of the path of travel. Never allow anyone to ride on the hood or load.

10.10.13 Fourth, keep all personnel clear while the load is being raised, moved, or lowered.

10.10.13.1 Crane or hoist operators should watch the load at all times when it is in motion.

10.10.14 Finally, obey the following “NEVERS”:

10.10.14.1 Never allow more than one person to control a lift or give signals to a crane or hoist operator except to warn of a hazardous situation.

10.10.14.2 Never raise the load more than necessary.

10.10.14.3 Never leave the load suspended in the air.

10.10.14.4 Never work under a suspended load or allow anyone else to.

10.10.15 Once the lift has been completed, clean the sling, check it for damage, and store it in a clean, dry airy place. It is best to hang it on a rack or wall.

10.10.16 Remember, damaged slings cannot lift as much weight as new or older well-cared for slings. Proper and safe use and storage of slings will increase their service life.

Platinum Control Technologies

Crane Overhead & Gantry / Rigging	Reference: 29 CFR 1910.179	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 12

1 Cranes Program

1.1 Moving large, heavy loads is crucial to today's manufacturing and construction industries. Much technology has been developed for these operations, including careful training and extensive workplace precautions.

1.2 Platinum Control Technologies has developed the following policy on Cranes to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

1.3 All new and altered cranes must be tested for compliance prior to initial use.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, hard hats, work gloves, steel toed boots, eye & ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of cranes.

5 Certified/Qualified Operators

5.1 It is the policy of Platinum Control Technologies that only those employees qualified by training or experience are allowed to operate equipment and machinery.

5.2 By November 10th 2017, all operators will be qualified/certified by one of the following methods:

5.2.1 1. Certification by an accredited crane operator testing organization

5.2.2 2. Qualification by an audited employer program

5.2.3 3. Qualification by the U.S. military

6 Assembly/Disassembly

6.1 It is the policy of Platinum Control Technologies that equipment must not be assembled or used unless ground conditions are firm, drained, and graded to a sufficient extent so that, in conjunction (if necessary) with the use of supporting materials, the equipment manufacturer's specifications for adequate support and degree of level of the equipment are met.

6.2 The requirement for the ground to be drained does not apply to marshes/wetlands.

6.3 Additional supporting materials are permitted to be used to meet the manufacturer’s stability requirements.

6.4 When assembling or disassembling equipment (or attachments), Platinum Control Technologies will comply with all applicable manufacturer prohibitions and must comply with either:

6.4.1 Manufacturer procedures applicable to assembly and disassembly or

6.4.2 Platinum Control Technologies's procedures for assembly and disassembly.

6.4.2.1 Platinum Control Technologies's procedures will be used only where we can demonstrate that the procedures used meet the requirements in § 1926.1406.

6.4.3 Note: Platinum Control Technologies will follow manufacturer procedures when we use synthetic slings during assembly or disassembly rigging.

6.5 Assembly/disassembly will be directed by a person who meets the criteria for both a competent person and a qualified person, or by a competent person who is assisted by one or more qualified persons ("A/D director").

6.6 Where the assembly/disassembly is being performed by only one person, that person must meet the criteria for both a competent person and a qualified person. For purposes of this standard, that person is considered the A/D director.

6.7 The A/D director will understand the applicable assembly/disassembly procedures.

6.8 The A/D director will review the applicable assembly/disassembly procedures immediately prior to the commencement of assembly/disassembly unless the A/D director understands the procedures and has applied them to the same type and configuration of equipment (including accessories, if any).

6.9 When using Platinum Control Technologies procedures instead of manufacturer procedures for assembly/disassembly, Platinum Control Technologies ensure that the procedures:

6.9.1 Prevent unintended dangerous movement, and prevent collapse, of any part of the equipment.

6.9.2 Provide adequate support and stability of all parts of the equipment.

6.9.3 Position employees involved in the assembly/disassembly operation so that their exposure to unintended movement or collapse of part or all of the equipment is minimized.

6.10 Platinum Control Technologies procedures will be developed by a qualified person.

6.11 The rated load of the crane must be plainly marked on each side of the crane, and if the crane has more than one hoisting unit, each hoist must have its rated load marked on it or its load block and this marking must be clearly legible from the ground or floor.

6.12 The crane must not be loaded beyond its rated load except for test purposes.

6.13 Before assembling or disassembling equipment, Platinum Control Technologies will determine if any part of the equipment, load line, or load (including rigging and lifting accessories) could get, in the direction or area of assembly/disassembly, closer than 20 feet to a power line during the assembly/disassembly process.

6.14 If so these requirements must be followed:

6.14.1 Option (1) Deenergize and ground. Confirm from the utility owner/operator that the power line has been deenergized and visibly grounded at the worksite.

6.14.2 Option (2) 20-foot clearance. Ensure that no part of the equipment, load line or load (including rigging and lifting accessories), gets closer than 20 feet to the power line by implementing the measures specified in this section.

6.14.3 Option (3) Table A clearance.

6.14.3.1 Determine the line's voltage and the minimum clearance distance permitted under Table A .

6.14.3.2 Determine if any part of the equipment, load line, or load (including rigging and lifting accessories), could get closer than the minimum clearance distance to the power line permitted under Table A. If so, then this company will follow the requirements of this section to ensure that no part of the equipment, load line, or load (including rigging and lifting accessories), gets closer to the line than the minimum clearance distance.

6.14.4 Preventing encroachment/electrocution. Where encroachment precautions are required under Option (2), or Option (3) of this section, all of the following requirements must be met:

6.14.4.1 Conduct a planning meeting with the Assembly/Disassembly director (A/D director), operator, assembly/disassembly crew and the other workers who will be in the assembly/disassembly area to review the location of the power line(s) and the steps that will be implemented to prevent encroachment/electrocution.

6.14.4.2 If tag lines are used, they must be nonconductive.

6.14.4.3 At least one of the following additional measures must be in place. The measure selected from this list must be effective in preventing encroachment.

6.14.4.4 The additional measures are:

6.14.4.5 Use a dedicated spotter who is in continuous contact with the equipment operator. The dedicated spotter must:

6.14.4.5.1 Be equipped with a visual aid to assist in identifying the minimum clearance distance. Examples of a visual aid include, but are not limited to:

6.14.4.5.1.1 A clearly visible line painted on the ground; a clearly visible line of stanchions; a set of clearly visible line-of-sight landmarks (such as a fence post behind the dedicated spotter and a building corner ahead of the dedicated spotter).

6.14.4.5.1.2 Be positioned to effectively gauge the clearance distance.

6.14.4.5.1.3 Where necessary, use equipment that enables the dedicated spotter to communicate directly with the operator.

6.14.4.5.1.4 Give timely information to the operator so that the required clearance distance can be maintained.

6.14.4.5.1.5 A proximity alarm set to give the operator sufficient warning to prevent encroachment.

6.14.4.5.1.6 A device that automatically warns the operator when to stop movement, such as a range control warning device. Such a device must be set to give the operator sufficient warning to prevent encroachment.

6.14.4.5.1.7 A device that automatically limits range of movement, set to prevent encroachment.

6.14.4.5.1.8 An elevated warning line, barricade, or line of signs, in view of the operator, equipped with flags or similar high-visibility markings.

6.14.5 Assembly/disassembly below power lines prohibited. No part of a crane/derrick, load line, or load (including rigging and lifting accessories), whether partially or fully assembled, is allowed below a power line unless the employer has confirmed that the utility owner/operator has deenergized and (at the worksite) visibly grounded the power line.

6.14.6 Assembly/disassembly inside Table A clearance prohibited. No part of a crane/derrick, load line, or load (including rigging and lifting accessories), whether partially or fully assembled, is allowed closer than the minimum approach distance under Table A to a power line unless the employer has confirmed that the utility owner/operator has deenergized and (at the worksite) visibly grounded the power line.

6.14.7 Voltage information. Where Option (3) of this section is used, the utility owner/operator of the power lines must provide the requested voltage information within two working days of the employer's request.

6.14.8 Power lines presumed energized. The employer must assume that all power lines are energized unless the utility owner/operator confirms that the power line has been and continues to be deenergized and visibly grounded at the worksite.

6.14.9 Posting of electrocution warnings. There must be at least one electrocution hazard warning conspicuously posted in the cab so that it is in view of the operator and (except for overhead gantry and tower cranes) at least two on the outside of the equipment.

7 Crew Instructions

7.1 Before commencing assembly/disassembly operations, the A/D director will ensure that the crew members understand all of the following:

7.1.1 Their tasks.

7.1.2 The hazards associated with their tasks.

7.1.3 The hazardous positions/locations that they need to avoid.

7.2 Protecting assembly/disassembly crew members out of operator view.

7.2.1 Before a crew member goes to a location that is out of view of the operator and is either in, on, or under the equipment, or near the equipment (or load) where the crew member could be injured by movement of the equipment (or load), the crew member must inform the operator that he/she is going to that location.

7.2.2 Where the operator knows that a crew member went to a location covered by this section, the operator must not move any part of the equipment (or load) until the operator is informed in accordance with a pre-arranged system of communication that the crew member is in a safe position.

7.3 Working under the boom, jib or other components.

7.3.1 When pins (or similar devices) are being removed, employees must not be under the boom, jib, or other components, except where the requirements of this section are met.

7.3.2 Exception. Where the Platinum Control Technologies demonstrates that site constraints require one or more employees to be under the boom, jib, or other components when pins (or similar devices) are being removed, the A/D director must implement procedures that minimize the risk of unintended dangerous movement and minimize the duration and extent of exposure under the boom.

7.4 Capacity limits. During all phases of assembly/disassembly, rated capacity limits for loads imposed on the equipment, equipment components (including rigging), lifting lugs and equipment accessories, must not be exceeded for the equipment being assembled/disassembled.

7.5 Addressing specific hazards. The A/D director supervising the assembly/disassembly operation must address the hazards associated with the operation, which include:

7.6 Site and ground bearing conditions. Site and ground conditions must be adequate for safe assembly/disassembly operations and to support the equipment during assembly/disassembly.

7.7 Blocking material. The size, amount, condition and method of stacking the blocking must be sufficient to sustain the loads and maintain stability.

7.8 Proper location of blocking. When used to support lattice booms or components, blocking must be appropriately placed to:

7.8.1 Protect the structural integrity of the equipment, and

7.8.2 Prevent dangerous movement and collapse.

7.9 Verifying assist crane loads. When using an assist crane, the loads that will be imposed on the assist crane at each phase of assembly/disassembly must be verified in accordance with this policy before assembly/disassembly begins.

7.10 Boom and jib pick points. The point(s) of attachment of rigging to a boom (or boom sections or jib or jib sections) must be suitable for preventing structural damage and facilitating safe handling of these components.

8 Center of Gravity

8.1 The center of gravity of the load must be identified if that is necessary for the method used for maintaining stability.

8.2 Where there is insufficient information to accurately identify the center of gravity, measures designed to prevent unintended dangerous movement resulting from an inaccurate identification of the center of gravity must be used.

8.3 Stability upon pin removal. The boom sections, boom suspension systems (such as gantry A-frames and jib struts), and components must be rigged or supported to maintain stability upon the removal of the pins.

8.4 Snagging. Suspension ropes and pendants must not be allowed to catch on the boom or jib connection pins or cotter pins (including keepers and locking pins).

8.5 Struck by counterweights. The potential for unintended movement from inadequately supported counterweights and from hoisting counterweights.

8.6 Boom hoist brake failure. Each time reliance is to be placed on the boom hoist brake to prevent boom movement during assembly/disassembly, the brake must be tested prior to such reliance to determine if it is sufficient to prevent boom movement. If it is not sufficient, a boom hoist pawl, other locking device/back-up braking device, or another method of preventing dangerous movement of the boom (such as blocking or using an assist crane) from a boom hoist brake failure must be used.

8.7 Loss of backward stability. Backward stability before swinging the upperworks, travel, and when attaching or removing equipment components.

8.8 Wind speed and weather. The effect of wind speed and weather on the equipment.

8.9 Cantilevered boom sections. Manufacturer limitations on the maximum amount of boom supported only by cantilevering must not be exceeded. Where these are unavailable, a registered professional engineer familiar with the type of equipment involved must determine in writing this limitation, which must not be exceeded.

8.10 Weight of components. The weight of each of the components must be readily available.

9 Components and Configuration

9.1 The selection of components, and configuration of the equipment, that affect the capacity or safe operation of the equipment must be in accordance with:

9.1.1 Manufacturer instructions, prohibitions, limitations, and specifications. Where these are unavailable, a registered professional engineer familiar with the type of equipment involved must approve, in writing, the selection and configuration of components; or

9.1.2 Approved modifications that meet the requirements of § 1926.1434 (Equipment modifications).

9.2 Post-assembly inspection. Upon completion of assembly, the equipment must be inspected to ensure compliance.

9.3 Shipping pins. Reusable shipping pins, straps, links, and similar equipment must be removed. Once they are removed they must either be stowed or otherwise stored so that they do not present a falling object hazard.

9.4 Pile driving. Equipment used for pile driving must not have a jib attached during pile driving operations.

9.5 Outriggers and Stabilizers. When the load to be handled and the operating radius require the use of outriggers or stabilizers, or at any time when outriggers or stabilizers are used, all of the following requirements must be met (except as otherwise indicated):

9.5.1 The outriggers or stabilizers must be either fully extended or, if manufacturer procedures permit, deployed as specified in the load chart.

9.5.2 The outriggers must be set to remove the equipment weight from the wheels, except for locomotive cranes. This provision does not apply to stabilizers.

9.5.3 When outrigger floats are used, they must be attached to the outriggers. When stabilizer floats are used, they must be attached to the stabilizers.

9.5.4 Each outrigger or stabilizer must be visible to the operator or to a signal person during extension and setting.

9.5.5 Outrigger and stabilizer blocking must:

9.5.5.1 Be placed only under the outrigger or stabilizer float/pad of the jack or, where the outrigger or stabilizer is designed without a jack, under the outer bearing surface of the extended outrigger or stabilizer beam.

9.5.6 For locomotive cranes, when using outriggers or stabilizers to handle loads, the manufacturer's procedures must be followed. When lifting loads without using outriggers or stabilizers, the manufacturer's procedures must be met regarding truck wedges or screws.

9.6 Rigging. When rigging is used for assembly/disassembly, Platinum Control Technologies ensures that:

9.6.1 The rigging work is done by a qualified rigger.

9.6.2 Synthetic slings are protected from: Abrasive, sharp or acute edges, and configurations that could cause a reduction of the sling's rated capacity, such as distortion or localized compression.

9.6.2.1 When synthetic slings are used, the synthetic sling manufacturer's instructions, limitations, specifications and recommendations must be followed.

10 Dismantling Booms & Jibs

10.1 None of the pins in the pendants are to be removed (partly or completely) when the pendants are in tension.

10.2 None of the pins (top or bottom) on boom sections located between the pendant attachment points and the crane/derrick body are to be removed (partly or completely) when the pendants are in tension.

10.3 None of the pins (top or bottom) on boom sections located between the uppermost boom section and the crane/derrick body are to be removed (partly or completely) when the boom is being supported by the uppermost boom section resting on the ground (or other support).

10.4 None of the top pins on boom sections located on the cantilevered portion of the boom being removed (the portion being removed ahead of the pendant attachment points) are to be removed (partly or completely) until the cantilevered section to be removed is fully supported.

11 Inspections

11.1 Alex Garay or their designated competent person must begin a visual inspection prior to each shift the equipment is used, which must be completed before or during that shift.

11.2 The inspection must consist of observation of wire ropes (running and standing) that are likely to be in use during the shift for apparent deficiencies, including those listed in this section.

11.3 Untwisting (opening) of wire rope or booming down is not required as part of this inspection.

11.4 Deterioration or leakage in lines, tanks, valves, drain pumps, and other parts of air or hydraulic systems.

11.5 Hooks with deformations or cracks must have a visual inspection daily and a monthly inspection with a certification record which includes the date of inspection, the signature of the person who performed the inspection and the serial number, or other identifier, of the hook inspected.

11.6 Hoist chains, including end connections are inspected for excessive wear, twist, distorted links interfering with proper function, or stretch beyond manufacturer's recommendations and must have a visual inspection daily and monthly inspection with a certification record which includes the date of inspection, the signature of the person who performed the inspection and an identifier of the chain which was inspected.

11.7 A thorough inspection of all ropes must be made at least once a month and a certification record which includes the date of inspection, the signature of the person who performed the inspection and an identifier for the ropes which were inspected shall be kept on file where readily available to appointed person.

11.8 Any deterioration, resulting in appreciable loss of original strength, shall be carefully observed and determination made as to whether further use of the rope would constitute a safety hazard.

11.9 Frequent inspection. The following items shall be inspected for defects at intervals as defined in paragraph (j)(1)(ii) of this section or as specifically indicated, including observation during operation for any defects which might appear between regular inspections. All deficiencies such as listed shall be carefully examined and determination made as to whether they constitute a safety hazard:

11.10 All functional operating mechanisms for maladjustment interfering with proper operation. Daily.

11.11 Deterioration or leakage in lines, tanks, valves, drain pumps, and other parts of air or hydraulic systems. Daily.

11.12 Hooks with deformation or cracks. Visual inspection daily; monthly inspection with a certification record which includes the date of inspection, the signature of the person who performed the inspection and the serial number, or other identifier, of the hook inspected. For hooks with cracks or having more than 15 percent in excess of normal throat opening or more than 10° twist from the plane of the unbent hook refer to paragraph (l)(3)(iii)(a) of this section.

11.13 Hoist chains, including end connections, for excessive wear, twist, distorted links interfering with proper function, or stretch beyond manufacturer's recommendations. Visual inspection daily; monthly inspection with a certification record which includes the date of inspection, the signature of the person who performed the inspection and an identifier of the chain which was inspected.

11.14 All functional operating mechanisms for excessive wear of components.

11.15 Rope reeving for noncompliance with manufacturer's recommendations.

11.16 Periodic inspection. Complete inspections of the crane shall be performed at intervals as generally defined in paragraph (j)(1)(ii)(b) of this section, depending upon its activity, severity of service, and environment, or as specifically indicated below. These inspections shall include the requirements of paragraph (j)(2) of this section and in addition, the following items. Any deficiencies such as listed shall be carefully examined and determination made as to whether they constitute a safety hazard:

11.16.1 Deformed, cracked, or corroded members.

11.16.2 Loose bolts or rivets.

11.16.3 Cracked or worn sheaves and drums.

11.16.4 Worn, cracked or distorted parts such as pins, bearings, shafts, gears, rollers, locking and clamping devices.

11.16.5 Excessive wear on brake system parts, linings, pawls, and ratchets.

11.16.6 Load, wind, and other indicators over their full range, for any significant inaccuracies.

11.16.7 Gasoline, diesel, electric, or other powerplants for improper performance or noncompliance with applicable safety requirements.

11.16.8 Excessive wear of chain drive sprockets and excessive chain stretch.

11.17 Electrical apparatus, for signs of pitting or any deterioration of controller contactors, limit switches and pushbutton stations.

12 Apparent Deficiencies

12.1 Category I. Apparent deficiencies in this category include the following:

12.1.1 Significant distortion of the wire rope structure such as kinking, crushing, unstranding, birdcaging, signs of core failure or steel core protrusion between the outer strands.

12.1.2 Significant corrosion.

12.1.3 Electric arc damage (from a source other than power lines) or heat damage.

12.1.4 Improperly applied end connections.

12.1.5 Significantly corroded, cracked, bent, or worn end connections (such as from severe service).

12.2 Category II. Apparent deficiencies in this category are:

12.2.1 Visible broken wires, as follows:

12.2.1.1 In running wire ropes: Six randomly distributed broken wires in one rope lay or three broken wires in one strand in one rope lay, where a rope lay is the length along the rope in which one strand makes a complete revolution around the rope.

12.2.1.2 In rotation resistant ropes: Two randomly distributed broken wires in six rope diameters or four randomly distributed broken wires in 30 rope diameters.

12.2.1.3 In pendants or standing wire ropes: More than two broken wires in one rope lay located in rope beyond end connections and/or more than one broken wire in a rope lay located at an end connection.

12.2.1.4 A diameter reduction of more than 5% from nominal diameter.

12.3 Category III. Apparent deficiencies in this category include the following:

12.3.1 In rotation resistant wire rope, core protrusion or other distortion indicating core failure.

12.3.2 Prior electrical contact with a power line.

12.3.3 A broken strand.

12.4 Critical review items. The competent person must give particular attention to all of the following:

12.4.1 Rotation resistant wire rope in use.

12.4.2 Wire rope being used for boom hoists and luffing hoists, particularly at reverse bends.

12.4.3 Wire rope at flange points, crossover points and repetitive pickup points on drums.

12.4.4 Wire rope at or near terminal ends.

12.4.5 Wire rope in contact with saddles, equalizer sheaves or other sheaves where rope travel is limited.

13 Removal from Service

13.1 If a deficiency in Category I is identified, an immediate determination must be made by the competent person as to whether the deficiency constitutes a safety hazard.

13.2 If the deficiency is determined to constitute a safety hazard, operations involving use of the wire rope in question must be prohibited until:

13.2.1 The wire rope is replaced or

13.2.2 If the deficiency is localized, the problem is corrected by severing the wire rope in two; the undamaged portion may continue to be used. Joining lengths of wire rope by splicing is prohibited. If a rope is shortened under this paragraph, Platinum Control Technologies ensures that the drum will still have two wraps of wire when the load and/or boom is in its lowest position.

13.3 If a deficiency in Category II is identified, operations involving use of the wire rope in question must be prohibited until:

13.3.1 Platinum Control Technologies complies with the wire rope manufacturer's established criterion for removal from service or a different criterion that the wire rope manufacturer has approved in writing for that specific wire rope,

13.3.2 The wire rope is replaced or

13.3.3 If the deficiency is localized, the problem is corrected by severing the wire rope in two; the undamaged portion may continue to be used. Joining lengths of wire rope by splicing is prohibited. If a rope is shortened under this paragraph, the employer must ensure that the drum will still have two wraps of wire when the load and/or boom is in its lowest position.

13.4 If a deficiency in Category III is identified, operations involving use of the wire rope in question must be prohibited until:

13.4.1 The wire rope is replaced or

13.4.2 If the deficiency (other than power line contact) is localized, the problem is corrected by severing the wire rope in two; the undamaged portion may continue to be used. Joining lengths of wire rope by splicing is prohibited. Repair of wire rope that contacted an energized power line is also prohibited. If a rope is shortened under this paragraph, Platinum Control Technologies ensures that the drum will still have two wraps of wire when the load and/or boom is in its lowest position.

13.5 Where a wire rope is required to be removed from service under this section, either the equipment (as a whole) or the hoist with that wire rope must be tagged-out, until the wire rope is repaired or replaced.

14 Monthly Inspection

14.1 Each month an inspection must be conducted by the designated competent person.

14.2 The inspection must include any deficiencies that the competent person who conducts the annual inspection determines must be monitored.

14.3 Wire ropes on equipment must not be used until an inspection demonstrates that no corrective action is required.

14.4 The inspection must be documented.

15 Annual/Comprehensive

15.1 At least every 12 months, wire ropes in use on equipment must be inspected by a qualified person.

15.2 In addition, at least every 12 months, the wire ropes in use on equipment must be inspected by a qualified person, as follows:

15.2.1 The inspection must be for deficiencies of the types listed in this section.

15.2.2 The inspection must be complete and thorough, covering the surface of the entire length of the wire ropes, with particular attention given to all of the following:

15.2.2.1 Critical review items listed in this section.

15.2.2.2 Those sections that are normally hidden during shift and monthly inspections.

15.2.2.3 Wire rope subject to reverse bends.

15.2.2.4 Wire rope passing over sheaves.

15.2.2.5 *Exception:* In the event an inspection is not feasible due to existing set-up and configuration of the equipment (such as where an assist crane is needed) or due to site conditions (such as a dense urban setting), such inspections must be conducted as soon as it becomes feasible, but no longer than an additional 6 months for running ropes and, for standing ropes, at the time of disassembly.

15.3 If a deficiency is identified, an immediate determination must be made by the qualified person as to whether the deficiency constitutes a safety hazard.

15.4 If the deficiency is determined to constitute a safety hazard, operations involving use of the wire rope in question must be prohibited until:

15.4.1 The wire rope is replaced or

15.4.2 If the deficiency is localized, the problem is corrected by severing the wire rope in two; the undamaged portion may continue to be used. Joining lengths of wire rope by splicing is prohibited. If a rope is shortened under this paragraph, Platinum Control Technologies ensures that the drum will still have two wraps of wire when the load and/or boom is in its lowest position.

15.5 If the qualified person determines that, though not presently a safety hazard, the deficiency needs to be monitored, Platinum Control Technologies ensures that the deficiency is checked in the monthly inspections.

15.6 The inspection must be documented (annual/comprehensive inspection documentation).

15.7 Rope lubricants that are of the type that hinder inspection must not be used.

16 Safety Devices

16.1 It is a requirement of Platinum Control Technologies that the following safety devices are required on all equipment unless otherwise specified:

16.2 Crane level indicator.

16.2.1 The equipment must have a crane level indicator that is either built into the equipment or is available on the equipment.

16.2.2 If a built-in crane level indicator is not working properly, it must be tagged-out or removed. If a removable crane level indicator is not working properly, it must be removed.

16.2.3 This requirement does not apply to portal cranes, derricks, floating cranes/derricks and land cranes/derricks on barges, pontoons, vessels or other means of flotation.

16.3 Boom stops, except for derricks and hydraulic booms.

16.4 Jib stops (if a jib is attached), except for derricks.

16.5 Equipment with foot pedal brakes must have locks.

16.6 Hydraulic outrigger jacks and hydraulic stabilizer jacks must have an integral holding device/check valve.

16.7 Equipment on rails must have rail clamps and rail stops, except for portal cranes.

16.8 Horn

16.8.1 The equipment must have a horn that is either built into the equipment or is on the equipment and immediately available to the operator.

16.8.2 If a built-in horn is not working properly, it must be tagged-out or removed. If a removable horn is not working properly, it must be removed.

16.9 Operational aids are required on all equipment. Operations must not begin unless the operational aids are in proper working order.

16.10 Operations must not begin unless all of the devices listed in this section are in proper working order. If a device stops working properly during operations, the operator must safely stop operations. If any of the devices listed in this section are not in proper working order, the equipment must be taken out of service and operations must not resume until the device is again working properly.

16.11 Alternative measures are not permitted to be used.

17 Power Line Safety

17.1 Before assembling or disassembling equipment, Platinum Control Technologies will determine if any part of the equipment, load line, or load (including rigging and lifting accessories) could get, in the direction or area of assembly/disassembly, closer than 20 feet to a power line during the assembly/disassembly process.

17.2 If so, the requirements in Option (1), Option (2), or Option (3) of this section will be met, as follows:

17.2.1 Option (1) Deenergize and ground. Confirm from the utility owner/operator that the power line has been deenergized and visibly grounded at the worksite.

17.2.2 Option (2) 20-foot clearance. Ensure that no part of the equipment, load line or load (including rigging and lifting accessories), gets closer than 20 feet to the power line by implementing the measures specified in this section.

17.2.3 Option (3) Table A clearance.

17.2.3.1 Determine the line's voltage and the minimum clearance distance permitted under Table A.

17.2.3.2 Determine if any part of the equipment, load line, or load (including rigging and lifting accessories), could get closer than the minimum clearance distance to the power line permitted under Table A. If so, then Platinum Control Technologies will follow the requirements in this section to ensure that no part of the equipment, load line, or load (including rigging and lifting accessories), gets closer to the line than the minimum clearance distance.

17.3 Preventing encroachment/electrocution. Where encroachment precautions are required under Option (2), or Option (3) of this section, all of the following requirements must be met:

17.3.1 Conduct a planning meeting with the Assembly/Disassembly director (A/D director), operator, assembly/disassembly crew and the other workers who will be in the assembly/disassembly area to review the location of the power line(s) and the steps that will be implemented to prevent encroachment/electrocution.

17.3.2 If tag lines are used, they must be nonconductive.

17.3.3 At least one of the following additional measures must be in place. The measure selected from this list must be effective in preventing encroachment.

17.3.4 The additional measures are:

17.3.4.1 Use a dedicated spotter who is in continuous contact with the equipment operator.

17.3.4.1.1 The dedicated spotter must:

17.3.4.1.2 Be equipped with a visual aid to assist in identifying the minimum clearance distance. Examples of a visual aid include, but are not limited to:

17.3.4.1.3 A clearly visible line painted on the ground; a clearly visible line of stanchions; a set of clearly visible line-of-sight landmarks (such as a fence post behind the dedicated spotter and a building corner ahead of the dedicated spotter).

17.3.4.1.4 Be positioned to effectively gauge the clearance distance.

17.3.4.1.5 Where necessary, use equipment that enables the dedicated spotter to communicate directly with the operator.

17.3.4.1.6 Give timely information to the operator so that the required clearance distance can be maintained.

17.3.4.1.7 A proximity alarm set to give the operator sufficient warning to prevent encroachment.

17.3.4.1.8 A device that automatically warns the operator when to stop movement, such as a range control warning device. Such a device must be set to give the operator sufficient warning to prevent encroachment.

17.3.4.1.9 A device that automatically limits range of movement, set to prevent encroachment.

17.3.4.1.10 An elevated warning line, barricade, or line of signs, in view of the operator, equipped with flags or similar high-visibility markings.

17.4 Assembly/disassembly below power lines is prohibited. No part of a crane/derrick, load line, or load (including rigging and lifting accessories), whether partially or fully assembled, is allowed below a power line unless Platinum Control Technologies has confirmed that the utility owner/operator has deenergized and (at the worksite) visibly grounded the power line.

17.5 Assembly/disassembly inside Table A clearance is prohibited. No part of a crane/derrick, load line, or load (including rigging and lifting accessories), whether partially or fully assembled, is allowed closer than the minimum approach distance under Table A to a power line unless Platinum Control Technologies confirmed that the utility owner/operator has deenergized and (at the worksite) visibly grounded the power line.

17.6 Voltage information. Where Option (3) of this section is used, the utility owner/operator of the power lines must provide the requested voltage information within two working days of the employer's request.

17.7 Power lines presumed energized. Platinum Control Technologies will assume that all power lines are energized unless the utility owner/operator confirms that the power line has been and continues to be deenergized and visibly grounded at the worksite.

17.8 Posting of electrocution warnings. There must be at least one electrocution hazard warning conspicuously posted in the cab so that it is in view of the operator and (except for overhead gantry and tower cranes) at least two on the outside of the equipment.

18 Hazard Assessments/Precautions Inside the Work Zone

18.1 Before beginning equipment operations, Platinum Control Technologies will Identify the work zone by either:

18.1.1 Demarcating boundaries (such as with flags, or a device such as a range limit device or range control warning device) and prohibiting the operator from operating the equipment past those boundaries or

18.1.2 Defining the work zone as the area 360 degrees around the equipment, up to the equipment's maximum working radius.

18.1.3 Determine if any part of the equipment, load line or load (including rigging and lifting accessories), if operated up to the equipment's maximum working radius in the work zone, could get closer than 20 feet to a power line.

18.2 If so, Platinum Control Technologies will meet the requirements in Option (1), Option (2), or Option (3) of this section, as follows:

18.2.1 Option (1) Deenergize and ground. Confirm from the utility owner/operator that the power line has been deenergized and visibly grounded at the worksite.

18.2.2 Option (2) 20-foot clearance. Ensure that no part of the equipment, load line, or load (including rigging and lifting accessories), gets closer than 20 feet to the power line by implementing the measures specified in paragraph (b) of this section.

18.2.3 Option (3) Table A clearance.

18.2.4 Determine the line's voltage and the minimum approach distance permitted under Table A.

18.2.5 Determine if any part of the equipment, load line or load (including rigging and lifting accessories), while operating up to the equipment's maximum working radius in the work zone, could get closer than the minimum approach distance of the power line permitted under Table A (*see* § 1926.1408). If so, then follow the requirements in this section to ensure that no part of the equipment, load line, or load (including rigging and lifting accessories), gets closer to the line than the minimum approach distance.

18.3 Preventing encroachment/electrocution. Where encroachment precautions are required under Option (2) or Option (3) of this section, all of the following requirements must be met:

18.3.1 Conduct a planning meeting with the operator and the other workers who will be in the area of the equipment or load to review the location of the power line(s), and the steps that will be implemented to prevent encroachment/electrocution.

18.3.2 If tag lines are used, they must be non-conductive.

18.3.3 Erect and maintain an elevated warning line, barricade, or line of signs, in view of the operator, equipped with flags or similar high-visibility markings, at 20 feet from the power line (if using Option (2) of this section) or at the minimum approach distance under Table A (if using Option (3) of this section). If the operator is unable to see the elevated warning line, a dedicated spotter must be used in addition to implementing one of the following measures described.

18.3.4 Implement at least one of the following measures:

18.3.4.1 A proximity alarm set to give the operator sufficient warning to prevent encroachment.

18.3.4.2 A dedicated spotter who is in continuous contact with the operator. Where this measure is selected, the dedicated spotter must:

18.3.4.3 Be equipped with a visual aid to assist in identifying the minimum clearance distance. Examples of a visual aid include, but are not limited to: A clearly visible line painted on the ground; a clearly visible line of stanchions; a set of clearly visible line-of-sight landmarks (such as a fence post behind the dedicated spotter and a building corner ahead of the dedicated spotter).

18.3.4.4 Be positioned to effectively gauge the clearance distance.

18.3.4.5 Where necessary, use equipment that enables the dedicated spotter to communicate directly with the operator.

18.3.4.6 Give timely information to the operator so that the required clearance distance can be maintained.

18.3.4.7 A device that automatically warns the operator when to stop movement, such as a range control warning device. Such a device must be set to give the operator sufficient warning to prevent encroachment.

18.3.4.8 A device that automatically limits range of movement, set to prevent encroachment.

18.3.4.9 An insulating link/device installed at a point between the end of the load line (or below) and the load.

18.4 Voltage information. Where Option (3) of this section is used, the utility owner/operator of the power lines must provide the requested voltage information within two working days of the employer's request.

19 Operations Below Power Lines

19.1 No part of the equipment, load line, or load (including rigging and lifting accessories) is allowed below a power line unless Platinum Control Technologies has confirmed that the utility owner/operator has deenergized and (at the worksite) visibly grounded the power line, except where one of the exceptions in this section applies.

19.2 Exceptions:

19.2.1 For equipment with non-extensible booms: The uppermost part of the equipment, with the boom at true vertical, would be more than 20 feet below the plane of the power line or more than the Table A of this section minimum clearance distance below the plane of the power line.

19.2.2 For equipment with articulating or extensible booms: The uppermost part of the equipment, with the boom in the fully extended position, at true vertical, would be more than 20 feet below the plane of the power line or more than the Table A of this section minimum clearance distance below the plane of the power line.

19.2.3 Platinum Control Technologies will demonstrate that compliance is infeasible and meets the requirements of § 1926.1410.

19.3 Power lines presumed energized. The employer must assume that all power lines are energized unless the utility owner/operator confirms that the power line has been and continues to be deenergized and visibly grounded at the worksite.

19.4 When working near transmitter/communication towers where the equipment is close enough for an electrical charge to be induced in the equipment or materials being handled, the transmitter must be deenergized or the following precautions must be taken:

19.4.1 The equipment must be provided with an electrical ground.

19.4.2 If tag lines are used, they must be non-conductive.

20 Manufacturer Instructions/Procedures

20.1 It is the policy of Platinum Control Technologies to comply with all manufacturer procedures applicable to the operational functions of equipment, including its use with attachments.

20.2 The manufacturer’s operations manual for the crane in question must be located in the crane cab and readily available for use by the crane operator at any given instance along with specified rated load charts, recommendations on operating limits and speeds, and hazard warnings.

20.3 A preventive maintenance program will be established based upon the crane manufacturer's recommendations

21 Accessibility of Procedures

21.1 The procedures applicable to the operation of the equipment, including rated capacities (load charts), recommended operating speeds, special hazard warnings, instructions, and operator's manual, and fire extinguisher must be readily available in the cab at all times for use by the operator.

21.2 Where rated capacities are available in the cab only in electronic form:

21.2.1 In the event of a failure which makes the rated capacities inaccessible, the operator must immediately cease operations or follow safe shut-down procedures until the rated capacities (in electronic or other form) are available.

21.2.2 The operator must not engage in any practice or activity that diverts his/her attention while engaged in operating the equipment, such as the use of cellular phones (other than when used for signal communications).

21.3 Whenever there is a safety concern, the operator has the authority to stop and refuse to handle loads until a qualified person has determined that safety has been assured.

22 Signals

22.1 It is the policy of Platinum Control Technologies that a signal person will be provided in each of the following situations:

22.1.1 The point of operation, meaning the load travel or the area near or at load placement, is not in full view of the operator.

22.1.2 When the equipment is traveling, the view in the direction of travel is obstructed.

22.1.3 Due to site specific safety concerns, either the operator or the person handling the load determines that it is necessary.

22.2 Types of signals. Signals to operators must be by hand, voice, audible, or new signals.

22.3 Hand signals. When using hand signals, the Standard Method must be used.

22.3.1 Exception: Where use of the Standard Method for hand signals is infeasible, or where an operation or use of an attachment is not covered in the Standard Method, non-standard hand signals may be used in accordance with this section.

22.4 Non-standard hand signals. When using non-standard hand signals, the signal person, operator, and lift director (where there is one) must contact each other prior to the operation and agree on the non-standard hand signals that will be used.

22.5 New signals. Signals other than hand, voice, or audible signals may be used where the employer demonstrates that:

22.5.1 The new signals provide at least equally effective communication as voice, audible, or Standard Method hand signals, or

22.5.2 The new signals comply with a national consensus standard that provides at least equally effective communication as voice, audible, or Standard Method hand signals.

22.6 Suitability. The signals used (hand, voice, audible, or new), and means of transmitting the signals to the operator (such as direct line of sight, video, radio, etc.), must be appropriate for the site conditions.

22.7 During operations requiring signals, the ability to transmit signals between the operator and signal person must be maintained. If that ability is interrupted at any time, the operator must safely stop operations requiring signals until it is reestablished and a proper signal is given and understood.

22.8 If the operator becomes aware of a safety problem and needs to communicate with the signal person, the operator must safely stop operations. Operations must not resume until the operator and signal person agree that the problem has been resolved.

22.9 Only one person may give signals to a crane/derrick at a time, except in circumstances covered by this section.

22.10 Anyone who becomes aware of a safety problem must alert the operator or signal person by giving the stop or emergency stop signal. (**Note:** § 1926.1417(y) requires the operator to obey a stop or emergency stop signal).

22.11 All directions given to the operator by the signal person must be given from the operator's direction perspective.

22.12 Communication with multiple cranes/derricks. Where a signal person(s) is in communication with more than one crane/derrick, a system must be used for identifying the crane/derrick each signal is for, as follows:

22.12.1 For each signal, prior to giving the function/direction, the signal person must identify the crane/derrick the signal is for, or

22.12.2 Must use an equally effective method of identifying which crane/derrick the signal is for.

23 Swing Radius Hazards

23.1 This section applies where there are accessible areas in which the equipment's rotating superstructure (whether permanently or temporarily mounted) poses a reasonably foreseeable risk of:

23.1.1 Striking and injuring an employee; or

23.1.2 Pinching/crushing an employee against another part of the equipment or another object.

23.2 To prevent employees from entering these hazard areas, Platinum Control Technologies will:

23.2.1 Train each employee assigned to work on or near the equipment ("authorized personnel") in how to recognize struck-by and pinch/crush hazard areas posed by the rotating superstructure.

23.2.2 Erect and maintain control lines, warning lines, railings or similar barriers to mark the boundaries of the hazard areas.

23.2.2.1 *Exception:* When Platinum Control Technologies can demonstrate that it is neither feasible to erect such barriers on the ground nor on the equipment, the hazard areas must be clearly marked by a combination of warning signs (such as "Danger--Swing/Crush Zone") and high visibility markings on the equipment that identify the hazard areas. In addition, we will train each employee to understand what these markings signify.

23.3 Protecting employees in the hazard area.

23.3.1 Before an employee goes to a location in the hazard area that is out of view of the operator, the employee (or someone instructed by the employee) must ensure that the operator is informed that he/she is going to that location.

23.3.2 Where the operator knows that an employee went to a location covered by this section, the operator must not rotate the superstructure until the operator is informed in accordance with a pre-arranged system of communication that the employee is in a safe position.

23.3.3 Where any part of a crane/derrick is within the working radius of another crane/derrick, the controlling entity must institute a system to coordinate operations. If there is no controlling entity, Platinum Control Technologies (if there is only one employer operating the multiple pieces of equipment), or employers, must institute such a system.

24 Modifications

24.1 It is the policy of Platinum Control Technologies that the manufacturer must approve all modifications/additions in writing.

24.2 A registered professional engineer must be qualified with respect to the equipment involved, and must ensure the original safety factor of the equipment is not reduced.

24.3 Equipment that has had modifications, additions, repairs or adjustments which affect the safe operation of the equipment must be inspected by a qualified person prior to initial use.

25 Repairs

25.1 It is a requirement of Platinum Control Technologies that warning or "out of order" signs must be placed on the crane, and on the floor beneath or on the hook where visible from the floor.

25.2 Equipment taken out of service, must have a tag placed in the cab stating that the equipment is out of service and is not to be used.

25.3 Where a function(s) has been taken out of service, a tag must be placed in a conspicuous position stating that the function is out of service and is not to be used.

26 Hoisting Precautions

26.1 No sudden acceleration or deceleration of the moving load,

26.2 Make sure the load does not contact any obstructions,

26.3 Cranes must not be used for side pulls except when specifically authorized by a responsible person,

26.4 No hoisting, lowering or traveling while an employee is on the load or hook,

26.5 Operator must avoid carrying loads over people,

26.6 Load must not be lowered where there are less than two full wraps of rope on the hoisting drum,

26.7 The Operator must not leave his position at the controls while the load is suspended.

26.8 Hoisting of the personnel platform must be performed in a slow, controlled, cautious manner with no sudden movements of the equipment or the platform.

27 Fire Extinguishers

27.1 A CO2, dry chemical, or equivalent fire extinguisher must be kept in the crane cab or vicinity of the crane.

27.2 Operating and maintenance personnel will be made familiar with the use and care of the fire extinguishers provided

28 Fall Protection

28.1 It is a requirement of Platinum Control Technologies that employees who are on a walking/working surface with an unprotected side or edge more than 6 feet above a lower level, must use the provided fall protection.

28.2 To prevent employees from entering hazard areas Platinum Control Technologies will train each employee assigned to work on or near the equipment and erect and maintain control lines, warning lines, railings or similar barriers to mark the boundaries of the hazard areas, unless it is not feasible.

28.3 Only employees essential to the operation are permitted in the fall zone.

29 Critical Lift Plan

29.1 Before making a critical lift, a critical lift plan, prepared by a qualified person such as the crane operator, supervisor, or rigger, should be considered.

29.2 The lift plan should be documented in writing and made available to all personnel involved in the lift.

29.3 The critical lift plan often includes the following information:

29.4 Description of the lift

29.4.1 Crane position and configuration

29.4.2 Lift height

29.4.3 Load radius

29.4.4 Boom length and angle

29.4.5 Size and weight of the load

29.4.6 Percent of crane’s rated capacity

29.4.7 Personnel involved

29.4.8 Rigging plan

29.4.9 Communication method

29.4.10 Ground conditions

29.4.11 Environmental conditions

29.4.12 Inspection Procedures

30 Procedures for hoisting personnel

30.1 The critical lift plan should document all pertinent information (i.e. load weight, crane and rigging capacities, inspections, windspeed) and should include an approval/sign-off provision.

30.2 The critical lift plan should be based on the operational limitations specified by the crane manufacturer's load chart. Measured load weights, as opposed to calculated load weights, should be used when available.

31 Pre-Lift Review

31.1 A pre-lift meeting involving the participating personnel (i.e. crane operator, lift supervisor, rigger) should be conducted prior to making a critical lift.

31.2 The critical lift plan should be reviewed to ensure that the project team is prepared to safely conduct the lift.

31.3 Whenever feasible, a practice lift with similar crane configurations and load conditions should be conducted.

31.4 Practice lifts should always be per- formed by the same crew, using the same lifting equipment, as those used for the critical lift.

32 Hoisting Personnel

32.1 The use of a crane suspended personnel platform (basket) is prohibited by OSHA unless there is no safer, practical, conventional means of access to an elevated work area; refer to Cranes and Derricks. – 1926.550 for more information.

32.2 Ladders, scaffolds, stairways, aerial lifts, and personnel hoists (elevators) should be considered before using a personnel platform.

32.3 If these options are more hazardous or not possible because of structural design or worksite conditions, the hoisting of personnel from a crane is permitted.

32.4 The rational for using a personnel platform should be documented in the critical lift plan.

32.5 Personnel Basket

32.6 The following OSHA requirements apply to hoisting personnel in a crane suspended platform (basket):

32.7 The total weight of the load must not exceed 50% of the crane's load chart capacity.

32.8 A positive locking safety latch must be on the crane hook.

32.9 Load lines must have a safety factor of at least seven times the maximum intended load.

32.10 Guard rails provided with a locking gate that does not swing outward.

32.11 Weight of the platform and rated safe working load weights conspicuously and permanently marked on the platform.

32.12 Proof testing at 125% of the platform's rating capacity is required prior to hoisting employees and after any repair or modification. Whenever the crane is moved to a new location, a new proof test is required.

32.13 A pre-lift meeting with the crane operator and other personnel involved in the lift should be performed prior to the trial lift.

32.14 A proper tie-off to a structural member inside the basket or the lower load block/overhaul ball should be reviewed during the pre-lift meeting.

32.15 The trail lift with the unoccupied platform loaded at least to the anticipated lift weight should be made from ground level to each location at which personnel will be hoisted.

32.16 Refer to OSHA Standard 1926.550(g) for additional information on crane suspended personnel platforms

33 Medical Qualification Offshore

33.1 Company operators of offshore cranes are required to successfully pass a general medical examination, have normal eyesight, normal hearing, and no known physical deficiencies such as epilepsy or a heart condition that would be detrimental to the safe operation, have proper muscular coordination, depth perception, and reaction time.

34 Training Offshore

34.1 It's required that company crane operators be trained and participate in competency assessments prior to working alone.

34.2 The training must take place prior to a competency assessment.

34.3 The program requires that refresher training be required for all company crane operators every four years.

34.4 The training will consist of classroom and hands-on training.

34.5 At a minimum, training will comprise of lubricating points, adjustments, principles of crane operations, load charts, hand signals, inspections, knowledge of regulatory requirements, pre-use inspections, use of fire extinguishers, duties of the signal man, below hook safety systems, Stop Work Authority (SWA), implications of environmental and weather conditions, use of lifting equipment in restricted areas, visibility and communication during lifting operations, proximity hazards such as electrical lines or parallel activity by others, prevention of load striking persons or objects, pre-checks of lifted objects for loose items, attaching, securing, and detaching loads, overloading and de-rating of lifting equipment, overturning, tilting, slipping, and dragging loads, not working under suspended loads, not leaving loads suspended, lifting of people, and tagline usage.

35 Inspection Offshore

35.1 Inspections of cranes must be completed by a person or persons that the company has designated as competent.

35.2 The inspections include visual checks and function checks to determine obvious damage or deterioration to ensure that health and safe conditions are maintained and that any damage or deterioration be detected and remedied in good time.

35.3 The inspections include, but are not limited to checks prior to the equipment bring use, checks at appropriate and periodic intervals or under prevalent conditions as may be identified by the lift plan and as a result of a risk assessment.

35.4 The program requires that all lifting equipment will be inspected in accordance with planned maintenance schedules before each use and on each occasion (pre-use check), at weekly intervals for items of lifting equipment in use (weekly check list required), at other intervals or under conditions identified by the manufacturer or risk assessment, and where the review of lifting equipment records indicated that it may be prudent to do so.

35.5 It is required at a minimum that monthly inspections of critical items of the crane be made monthly and documented.

35.6 The monthly inspection includes the crane's brakes, hooks, ropes, hoist chain, boom, back-up alarm, horn, lights (if so equipped), and fire extinguisher.

35.7 The program requires that inspection records detail defects found or include a statement to the effect that the equipment is fit or unfit for continued safe use.

36 Load Tests Offshore

36.1 It is required to conduct rated load tests showing the test procedure and confirming the adequacy of any repairs or alterations.

37 Maintenance & Repairs Offshore

37.1 The lifting equipment used are required to be maintained in a safe, efficient state, and effective working order through a planned maintenance system.

37.2 Planned and recorded maintenance intervals per the manufacturer's recommendations or risk assessments are required.

37.3 The program requires that maintenance repairs and replacements must be inspected and an inspection report prepared to determine if the repairs and replacements are safe to use.

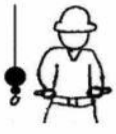
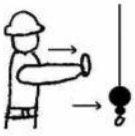
38 Table A Minimum Clearance Distances

Voltage (nominal, kV, alternating current)	Minimum clearance distance (feet)
Up to 50	10
Over 50 to 200	15
Over 200 to 350	20
Over 350 to 500	25
Over 500 to 750	35
Over 750 to 1,000	45
Over 1,000	(As established by the utility owner/operator or registered professional engineer who is a qualified person with respect to electrical power transmission and distribution).

39 Standard Hand Signals

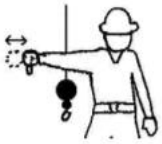
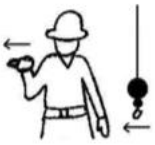
HAND SIGNALS FOR CRANE OPERATION

When there is a lot of traffic at a worksite, it is essential for workers to be able to use hand signals. Here are some standard hand signals for crane operation.

 **STOP** – With arm extended horizontally to the side, palm down, arm is swung back and forth.	 **EMERGENCY STOP** – With both arms extended horizontally to the side, palms down, arms are swung back and forth.	 **HOIST** – With upper arm extended to the side, forearm and index finger pointing straight up, hand and finger make small circles.
 **RAISE BOOM** – With arm extended horizontally to the side, thumb points up with other fingers closed.	 **SWING** – With arm extended horizontally, index finger points in direction that boom is to swing.	 **RETRACT TELESCOPING BOOM** – With hands to the front at waist level, thumbs point at each other with other fingers closed.
 **RAISE THE BOOM AND LOWER THE LOAD** – With arm extended horizontally to the side and thumb pointing up, fingers open and close while load movement is desired.	 **DOG EVERYTHING** – Hands held together at waist level.	 **LOWER** – With arm and index finger pointing down, hand and finger make small circles.
 **LOWER BOOM** – With arm extended horizontally to the side, thumb points down with other fingers closed.	 **EXTEND TELESCOPING BOOM** – With hands to the front at waist level, thumbs point outward with other fingers closed.	 **TRAVEL/TOWER TRAVEL** – With all fingers pointing up, arm is extended horizontally out and back to make a pushing motion in the direction of travel.

40 Standard Hand Signals Continued

HAND SIGNALS FOR CRANE OPERATION—continued

 **LOWER THE BOOM AND RAISE THE LOAD** – With arm extended horizontally to the side and thumb pointing down, fingers open and close while load movement is desired.	 **MOVE SLOWLY** – A hand is placed in front of the hand that is giving the action signal.	 **USE AUXILIARY HOIST** (whipline) – With arm bent at elbow and forearm vertical, elbow is tapped with other hand. Then regular signal is used to indicate desired action.
 **CRAWLER CRANE TRAVEL, BOTH TRACKS** – Rotate fists around each other in front of body; direction of rotation away from body indicates travel forward; rotation towards body indicates travel backward.	 **USE MAIN HOIST** – A hand taps on top of the head. Then regular signal is given to indicate desired action.	 **CRAWLER CRANE TRAVEL, ONE TRACK** – Indicate track to be locked by raising fist on that side. Rotate other fist in front of body in direction that other track is to travel.
 **TROLLEY TRAVEL** – With palm up, fingers closed and thumb pointing in direction of motion, hand is jerked horizontally in direction trolley is to travel.		

Source for hand signals: OSHA 29 CFR 1926, Subpart CC, Appendix A

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Platinum Control Technologies

Crawler Crane & Truck Crane	Reference: 29 CFR 1910.180	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 13

1 Crawler Crane & Truck Crane Program

1.1 Platinum Control Technologies has developed the following policy on Crawler Crane & Truck Crane to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training:

a) PPE: Hardhat, eye protection, hearing protection, gloves, safety toe boots with hi-vis vest. Review the JHA/JSA for your site and or contact your supervisor".

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Designated Personnel

4.1 It's a requirement of Platinum Control Technologies hat only designated personnel are permitted to operate a crane.

4.2 "Designated" means selected or assigned by Platinum Control Technologies or Platinum Control Technologies's representative as being qualified to perform specific duties.

5 Monthly Inspections

5.1 It's required by Platinum Control Technologies to have monthly inspections on critical items such as brakes, hooks and ropes.

5.2 Documented certification records which include:

5.2.1 The date of inspection,

5.2.2 The signature of the person who performed the inspection and

5.2.3 The serial number, or other identifier, of the crane which was inspected.

5.3 This certification record shall be kept readily available.

6 Rope Inspection

6.1 It's a requirement of Platinum Control Technologies that a thorough inspection of all ropes in use shall be made at least once a month and a certification record which includes:

6.1.1 The date of inspection, the signature of the person who performed the inspection and

6.1.2 An identifier for the ropes shall be prepared and kept on file where readily available.

6.2 All inspections shall be performed by an appointed or authorized person.

7 Load Ratings

7.1 The load ratings of cranes, with booms of specific lengths at specific working radii for the various types of crane mountings (truck, crawler, locomotive) is established by taking a percentage of the loads which could involve tipping or balance with the boom in the least stable direction, relative to the type of mounting.

7.2 The load ratings shall not exceed the following percentages for cranes, with the indicated types of mounting under conditions stipulated in 1910.180, paragraphs (c)(1)(ii) and (iii).

7.3 Type of Crane Mounting and Maximum Load Ratings (% of tipping load) Locomotive without outriggers:

7.3.1 Booms 60 feet or less 85%*

7.3.2 Booms over 60 feet 85%*

7.3.3 Locomotive, using outriggers fully extended 80%

7.3.4 Crawler, without outriggers 75%

7.3.5 Crawler, using outriggers fully extended 85%

7.3.6 Truck and Wheel mounted without outriggers or using outriggers fully extended 85%

7.4 *Unless this results in less than 30,000 pound-feet net stabilizing moment about the rail, which shall be minimum with such booms.

8 Rating Chart

8.1 It's required by Platinum Control Technologies that a substantial and durable rating chart with clearly legible letters and figures shall be provided with each crane and securely fixed to the crane cab in a location easily visible to the operator while seated at their control station.

9 Traveling Crane Load

9.1 It's the policy of Platinum Control Technologies that prior to traveling a crane load, a designated person shall be responsible for determining and controlling safety.

9.2 Decisions such as position of the load, boom location, ground support, travel route, and speed of movement shall be in accord with the designated person's determinations.

9.3 "Designated" means selected or assigned by Platinum Control Technologies or Platinum Control Technologies's representative as being qualified to perform specific duties.

10 Truck Mounted Cranes

10.1 It's the policy of Platinum Control Technologies that on truck-mounted cranes, no loads shall be lifted over the front area except as approved by the crane manufacturer.

10.2 This prevents the load from potentially falling on the cab or motor section of the truck.

11 Electrical Lines

11.1 It's a requirement of Platinum Control Technologies that if work is to be performed near overhead lines, the lines shall be deenergized and grounded, or other protective measures shall be provided before work is started.

11.2 If protective measures, such as guarding, isolating, or insulating, are provided, these precautions shall prevent employees from contacting such lines directly with any part of their body or indirectly through conductive materials, tools, or equipment.

12 Fire Extinguisher

12.1 It's required by Platinum Control Technologies that a carbon dioxide, dry chemical, or equivalent fire extinguisher shall be kept in the cab or in close vicinity of the crane.

12.2 These fire extinguishers must be readily available to employees.

12.3 Operating and maintenance personnel must be familiar with how to operate and care for the fire extinguishers they may need to use in the course of their work.

Platinum Control Technologies

Crawler Crane & Truck Crane	Reference: 29 CFR 1910.180	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

Platinum Control Technologies

Disciplinary Program	Reference: Client Requirement
Safety Director	Alex Garay
Phone Number	817-529-6485
Revision Date	8/21/2023

CHAPTER 14

1 Disciplinary Program

1.1 The program covers the disciplinary policy for violations of safety rules.

1.2 Platinum Control Technologies has developed the following policy on Disciplinary to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety Meetings

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

3.2 It is the responsibility of supervisors to ensure safety rules are taught and implemented.

4 Safety Violations

4.1 It is a requirement of Platinum Control Technologies that all employees must follow all safety rules and policy.

4.1.1 Failure to follow safety rules and policy will result in a safety violation and/or termination depending on the violation.

4.2 Safety violations include:

4.2.1 Failure to wear personal protective equipment (PPE),

4.2.2 Not following verbal commands,

4.2.3 Not following written policy,

4.2.4 Horseplay and,

4.2.5 Substance abuse.

4.3 All safety violations are subject to the following:

4.3.1 Verbal warning,

4.3.2 Written warning,

4.3.3 Suspension without pay or,

4.3.4 Termination.

5 Inspections

5.1 Physical inspections will take place during the job safety analysis and as needed per job need to ensure compliance with safety rules and policies.

6 Safety Violation Form

Employee Name:			
Time & Date of Violation:			
Jobsite Location:			
Type of Violation:			
Result of Violation:			
Disciplinary Action:			
I, _____, have read/been read and understand the safety rules of this company. I agree to act in accordance with the safety rules always while working, and understand that the violation of any rule is cause for stern disciplinary action, which could include termination of employment.			
Employee Signature:		Date:	
Supervisor Signature:		Date:	

File in employee's personal file, with copy given to employee.

Copy of violation must be sent to Alex Garay.

Platinum Control Technologies

Driving Safety	Reference: 29 CFR 1926.601	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 15

1 Driving Safety Program

1.1 Platinum Control Technologies has developed the following policy on Driving Safety to ensure the safety of our employees and comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

1.2 Roughly 475,000 large trucks with a gross vehicle weight rating of more than 10,000 pounds are involved in crashes which result in approximately 5,360 fatalities and 142,000 injuries each year. Of the fatalities, about 74 percent were occupants of other vehicles (usually passenger cars), 3 percent were pedestrians, and 23 percent were occupants of large trucks. The unsafe actions of automobile drivers are a contributing factor in about 70 percent of the fatal crashes involving trucks. More public awareness of how to share the road safely with large trucks is needed. Safe speeds save lives. Exceeding the speed limit was a factor in 22 percent of the fatal crashes.

2 Implementation

2.1 Training: Safety Meetings, DOT if required.

2.2 PPE: Safety Vests, Hard Hats, Work Gloves & Boots.

2.3 Driver Logs if required.

2.4 Vehicle Inspection Form

3 Company Vehicle Operators

3.1 It is a requirement of Platinum Control Technologies that only authorized employees may drive/operate company vehicles.

3.2 Authorized means the employees has a valid and current license to operate the vehicle.

3.2.1 All authorized drivers will be trained and assessed.

3.3 The drivers must obey all traffic laws including possessing a valid driver's license, speed limits, signaling when changing lanes, obeying traffic lights, etc.

4 Substance Abuse

4.1 No driver of Platinum Control Technologies is allowed to operate vehicles while under the influence of any substance or medication that may impair their driving ability.

4.2 Examples of substances are:

4.2.1 Alcohol,

4.2.2 Illegal drugs,

4.2.3 Prescription or over the counter medications, etc.

5 Platinum Control Technologies's Safe Driving Practices

5.1 Stay Safe

5.1.1 Must use a seat belt at all times while in motion – driver and passenger(s).

5.1.2 Be well-rested before driving.

5.1.3 Avoid taking medications that make you drowsy.

5.1.4 Set a realistic goal for the number of miles that you can drive safely each day.

5.1.5 If you are impaired by alcohol or any drug, do not drive.

5.2 Stay Focused

5.2.1 Driving requires your full attention. Avoid distractions, such as adjusting the radio or other controls, eating or drinking, and talking on the phone.

5.2.2 Continually search the roadway to be alert to situations requiring quick action.

5.2.3 Stop about every two hours for a break. Get out of the vehicle to stretch, take a walk, and get refreshed.

5.3 Avoid Aggressive Driving

5.3.1 Keep your cool in traffic!

5.3.2 Be patient and courteous to other drivers.

5.3.3 Do not take other drivers' actions personally.

5.3.4 Reduce your stress by planning your route ahead of time (bring the maps and directions), allowing plenty of travel time, and avoiding crowded roadways and busy driving times.

6 Vehicles

6.1 It is a requirement of Platinum Control Technologies that vehicles are used for their intended use.

6.2 All company vehicles of Platinum Control Technologies will be regularly maintained to ensure safe working order.

6.3 In the instance of unsafe working order, the vehicle will be removed from service until deemed to be in safe working order again.

6.4 Vehicles will be monitored via GPS.

6.5 Drivers will communicate with Platinum Control Technologies via cell phone, client phones.

6 Vehicles Continued

6.6 Vehicles used to transport employees must have seats firmly secured and adequate for the number of employees to be carried.

6.7 Seat belts and anchorages meeting the requirements of 49 CFR Part 571 (Department of Transportation, Federal Motor Vehicle Safety Standards) shall be installed in all motor vehicles.

6.8 All vehicles in use shall be checked at the beginning of each shift to assure that the following parts, equipment, and accessories are in safe operating condition and free of apparent damage that could cause failure while in use:

6.8.1 Service brakes, including trailer brake connections; parking system (hand brake); emergency stopping system (brakes),

6.8.2 Tires,

6.8.3 Horn,

6.8.4 Steering mechanism,

6.8.5 Coupling devices,

6.8.6 Seat belts,

6.8.7 Operating controls, and

6.8.8 Safety devices.

6.9 All defects must be corrected before the vehicle is placed in service. These requirements also apply to equipment such as lights, reflectors, windshield wipers, defrosters, fire extinguishers, etc., where such equipment is necessary.

7 Load/Limits

7.1 It is the policy of Platinum Control Technologies to follow the manufacturer's specifications and legal limits for the vehicle.

7.2 All loads must be secured prior to putting the vehicle into motion.

7.3 Tools and material must be secured to prevent movement when transported in the same compartment with employees.

8 Traffic Violation/Collision Reporting

8.1 It is a requirement of Platinum Control Technologies that authorized drivers must report and collisions or traffic violations to Alex Garay.

8.2 All motor vehicle incidents while on company business must be reported immediately to the involved company employee's supervisor(s) and when applicable law enforcement as well as the company's insurance company.

8.2.1 Failure to do so could result in termination.

9 Driver Qualification

9.1 Platinum Control Technologies will check the driving history of all applicants through the use of a Motor Vehicle Record (MVR) before they are granted driving privileges and obtain an updated MVR for all approved drivers and annually thereafter.

9.2 MVRs will also be checked whenever an employee is involved in a motor vehicle accident.

9.3 A driver list is maintained and updated annually, including the last date of an MVR for each driver.

9.4 The approved drivers list will be recorded on the proper form and maintained by the Program Administrator.

9.5 Employees will be prohibited from operating vehicles on company business under any of the following conditions:

9.5.1 Employee does not have a valid driver's license, or the license has been suspended or revoked.

9.5.2 Employee does not have at least one year of verifiable driving experience.

9.5.3 Employee's MVR indicates more than two at-fault accidents, three moving violations, or two moving violations and one at-fault accident in the past three years.

9.5.4 Employee's MVR indicates any one of the following major violations within the past five years:

9.5.4.1 Driving under the influence,

9.5.4.2 Reckless driving/speed contests,

9.5.4.3 Hit and run,

9.5.4.4 Vehicular manslaughter/homicide,

9.5.4.5 Leaving the scene of an accident,

9.5.4.6 Fleeing/eluding a police officer,

9.5.4.7 Passing a stopped school bus,

9.5.4.8 Speeding 15 or more miles over the speed limit,

9.5.4.9 Refusing a chemical test,

9.5.4.10 Operating with a suspended or revoked license.

9.5.5 Employee has tested positive in an alcohol or drug test while in our employment.

10 Communication

10.1 The use of handheld or hands-free cell phones, or other devices that take attention away from the driving task, are prohibited by those driving company vehicles.

10.2 Passengers may use devices only if the use will not be distracting to the driver. Cell phone calls should be made prior to or at the completion of a trip.

10.3 If a call must be made during a trip, drivers must pull into a safe location and stop before making the call.

10.4 If the driver receives an incoming call while driving, they must allow the call to go to voicemail and return the call when stopped in a safe location.

10.5 Eating while driving is prohibited.

10.6 Non-alcoholic drinks may be consumed with great discretion and only in situations where driving hazards (i.e., traffic, road construction, etc.) are minimal.

11 Vehicle Inspection Form

Vehicle Plate or ID number					
Authorized Driver Name:					
Inspected Items	Pass	Fail	Inspected Items	Pass	Fail
Service Brakes			Operating Controls		
Trailer Brake Connections			Safety Devices		
Parking Brake/Emergency Brake					
Tires					
Horn					
Steering Mechanism					
Coupling Devises					
Seat Belts					
Signature:			Date:		

CHAPTER 16

1 Electrical Safety Awareness Program

1.1 Working with electricity can be dangerous. Engineers, electricians, and other professionals work with electricity directly, including working on overhead lines, cable harnesses, and circuit assemblies. Others, such as office workers and sales people, work with electricity indirectly and may also be exposed to electrical hazards.

1.2 Electricity has long been recognized as a serious workplace hazard. OSHA's electrical standards are designed to protect employees exposed to dangers such as electric shock, electrocution, fires, and explosions.

1.3 Platinum Control Technologies has developed the following policy on Electrical Safety to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification where required.

2.2 PPE: Non-conductive gloves, work boots, Safety Vest.

3 Training

3.1 Electrical awareness training will be provided by Platinum Control Technologies for all employees whose job activities involve the risk of electrical shock or hazard.

3.2 The training will cover Platinum Control Technologies’s electrical safety work practices and,

3.3 The clearance distances that pertain to the job assignment.

4 Electrical Safe Work Practices

4.1 Assume that all overhead wires are energized at lethal voltages. Never assume that a wire is safe to touch even if it is down or appears to be insulated.

4.2 Never touch a fallen overhead power line. Call the electric utility company to report fallen electrical lines.

4.3 Stay at least 10 feet (3 meters) away from overhead wires during cleanup and other activities. If working at heights or handling long objects, survey the area before starting work for the presence of overhead wires.

4.4 If an overhead wire falls across your vehicle while you are driving, stay inside the vehicle and continue to drive away from the line. If the engine stalls, do not leave your vehicle. Warn people not to touch the vehicle or the wire. Call or ask someone to call the local electric utility company and emergency services.

4.5 Never operate electrical equipment while you are standing in water.

4.6 Never repair electrical cords or equipment unless qualified and authorized.

4.7 Have a qualified electrician inspect electrical equipment that has gotten wet before energizing it.

4.8 If working in damp locations, inspect electric cords and equipment to ensure that they are in good condition and free of defects, and use a ground-fault circuit interrupter (GFCI).

4.9 Always use caution when working near electricity.

4.10 Assume that conductors and parts of electrical equipment that are de-energized but not locked out or tagged out as energized at lethal voltages.

4.11 Always use required PPE.

5 Lockout/Tagout

5.1 It is a requirement of Platinum Control Technologies that Lockout/Tagout must be used prior to performing any electrical work.

5.2 Lockout/tagout must be used where any employee is exposed to:

5.2.1 Contact with parts of fixed equipment or circuits which have been de-energized.

5.2.1.1 The circuits energizing the parts must be locked out, tagged or both.

6 Electrical Work

6.1 Only qualified employees of Platinum Control Technologies may work on or with exposed energized lines or parts of equipment.

6.2 Qualified electrical workers must be skilled in the safe work practices necessary to work on energized circuits safely, be knowledgeable of the personal protective equipment that is required, and proficient in shielding and insulating tools and methods.

6.3 Only qualified employees of Platinum Control Technologies may work in areas containing unguarded, uninsulated energized lines or parts of equipment operating at 50 volts or more.

6.4 Treat as energized. Electric lines and equipment shall be considered and treated as energized unless they have been deenergized in accordance with § 1926.961.

6.5 A qualified person must operate the equipment operating controls or otherwise verify that the equipment cannot be restarted and

6.5.1 Verify that the circuit elements and equipment parts are deenergized and determine if any energized condition exists as a result of inadvertently induced voltage or unrelated voltage back-feed even though specific parts of the circuit have been deenergized and presumed to be safe.

6. Electrical Work Continued

6.6 The qualified person must conduct tests and visual inspections to verify that all tools, electrical jumpers, shorts, grounds, and other such devices have been removed.

6.7 Employees exposed to the hazards will be warned to stay clear of circuits and equipment.

6.8 Each lock and tag must be removed by the employee who applied it.

6.9 There must be visual determination that all employees are clear of the circuits and equipment.

6.10 Work will not be performed on exposed energized parts of equipment or systems until the following conditions are met:

6.10.1 Responsible supervision has determined that the work is to be performed while the equipment or systems are energized.

6.10.2 Involved personnel have received instructions on the work techniques and hazards involved in working on energized equipment.

6.10.3 Personal protective equipment and safeguards will be provided as needed (i.e., approved insulated gloves or insulated tools) are provided and used.

6.11 Exception: The use of approved insulating gloves or insulated tools or other protective measures are not required when working on exposed parts of equipment or systems energized at less than 50 volts provided a conclusive determination has been made prior to the start of work by a qualified person that there will be no employee exposure to electrical shock, electrical burns, explosion or hazards due to electric arcs.

6.12 Rubber insulating gloves must meet the provisions of the American Society for Testing Materials (ASTM) D 120-02a, Standard Specification for Rubber Insulating Gloves, and be maintained in accordance with ASTM F 496-02a, Standard Specification for In-Service Care of Insulating Gloves and Sleeves, which are hereby incorporated by reference. Note: The ASTM F 496-02a standard contains provisions regarding the care, inspection, testing and use of insulating gloves and sleeves. Among other requirements, this standard provides that electrical retests shall not exceed 6 months for insulating gloves and 12 months for insulating sleeves and that insulating gloves and sleeves that have been electrically tested but not issued for service must not be placed into service unless they have been electrically tested within the previous twelve months.

6.13 Insulated tools must meet the provisions of the American Society for Testing Materials (ASTM) F 1505-01, Standard Specification for Insulated and Insulating Hand Tools, which is hereby incorporated by reference.

6.14 Approved insulated gloves must be worn for voltages in excess of 250 volts to ground.

6.15 Suitable barriers or approved insulating material must be provided and used to prevent accidental contact with energized parts.

6.16 Suitable eye protection has been provided and is used.

6.17 Where required for personnel protection, suitable barricades, tags, or signs are in place.

6.18 Each employee who is exposed to the hazards of flames or electric arcs wears apparel that, when exposed to flames or electric arcs, does not increase the extent of injury that would be sustained by the employee. This subsection prohibits clothing made from the following types of fabrics, either alone or in blends, unless the employee can demonstrate that the fabric has been treated with flame retardant: acetate, nylon, polyester, and rayon.

6.19 After the required work on an energized system or equipment has been completed, an authorized person will be responsible for:

6.19.1 Removing from the work area any temporary personnel protective equipment, and

6.19.2 Reinstalling all permanent barriers or covers.

7 Overhead lines

7.1 If work is to be performed near overhead lines, the lines must be deenergized and grounded, or other protective measures will be provided before work is started. If the lines are to be deenergized, arrangements will be made with the person or organization that operates or controls the electric circuits involved to deenergize and ground them. If protective measures, such as guarding, isolating, or insulating, are provided, these precautions must prevent employees from contacting such lines directly with any part of their body or indirectly through conductive materials, tools, or equipment.

7.2 When an unqualified person is working in an elevated position near overhead lines, the location must be such that the person and the longest conductive object he or she may contact cannot come closer to any unguarded, energized overhead line than the following distances:

7.2.1 For voltages to ground 50kV or below - 10 feet (305 cm);

7.2.2 For voltages to ground over 50kV - 10 feet (305 cm) plus 4 inches (10 cm) for every 10kV over 50kV.

7.3 It is a requirement of Platinum Control Technologies that when a qualified person is working in the vicinity of overhead lines, whether in an elevated position or on the ground, the person may not approach or take any conductive object without an approved insulating handle closer to exposed energized parts than shown in Table S-5 (page 5) unless:

7.3.1 The person is insulated from the energized part (gloves, with sleeves if necessary, rated for the voltage involved are considered to be insulation of the person from the energized part on which work is performed), or

7.3.2 The energized part is insulated both from all other conductive objects at a different potential and from the person, or

7.3.3 The person is insulated from all conductive objects at a potential different from that of the energized part.

8 Table S5

Voltage range (phase to phase)	Minimum approach distance
300V and less	Avoid Contact
Over 300V, not over 750V	1 ft. 0 in. (30.5 cm).
Over 750V, not over 2kV	1 ft. 6 in. (46 cm).
Over 2kV, not over 15kV	2 ft. 0 in. (61 cm).
Over 15kV, not over 37kV	3 ft. 0 in. (91 cm).
Over 37kV, not over 87.5kV	3 ft. 6 in. (107 cm).
Over 87.5kV, not over 121kV	4 ft. 0 in. (122 cm).
Over 121kV, not over 140kV	4 ft. 6 in. (137 cm).

9 Vehicles/Mechanical Equipment

9.1 It is a requirement of Platinum Control Technologies that any vehicle or mechanical equipment capable of having parts of its structure elevated near energized overhead lines must be operated so that a clearance of 10 ft. (305 cm) is maintained.

9.2 If the voltage is higher than 50kV, the clearance must be increased 4 in. (10 cm) for every 10kV over that voltage. However, under any of the following conditions, the clearance may be reduced:

9.2.1 If the vehicle is in transit with its structure lowered, the clearance may be reduced to 4 ft. (122 cm). If the voltage is higher than 50kV, the clearance must be increased 4 in. (10 cm) for every 10 kV over that voltage.

9.2.2 If insulating barriers are installed to prevent contact with the lines, and if the barriers are rated for the voltage of the line being guarded and are not a part of or an attachment to the vehicle or its raised structure, the clearance may be reduced to a distance within the designed working dimensions of the insulating barrier.

9.2.3 If the equipment is an aerial lift insulated for the voltage involved, and if the work is performed by a qualified person, the clearance (between the uninsulated portion of the aerial lift and the power line) may be reduced to the distance given in Table S-5.

9 Vehicles/Mechanical Equipment Continued

9.2.4 Employees standing on the ground may not contact the vehicle or mechanical equipment or any of its attachments, unless:

9.2.5 The employee is using protective equipment rated for the voltage; or

9.2.6 The equipment is located so that no uninsulated part of its structure (that portion of the structure that provides a conductive path to employees on the ground) can come closer to the line than permitted in paragraph 9.2.7 of this section.

9.2.7 If any vehicle or mechanical equipment capable of having parts of its structure elevated near energized overhead lines is intentionally grounded, employees working on the ground near the point of grounding may not stand at the grounding location whenever there is a possibility of overhead line contact. Additional precautions, such as the use of barricades or insulation, will be taken to protect employees from hazardous ground potentials, depending on earth resistivity and fault currents, which can develop within the first few feet or more outward from the grounding point.

10 Illumination

10.1 It is the policy of Platinum Control Technologies that employees may not enter spaces containing exposed energized parts, unless illumination is provided that enables the employees to perform the work safely.

10.2 Where lack of illumination or an obstruction precludes observation of the work to be performed, employees may not perform tasks near exposed energized parts. Employees may not reach blindly into areas which may contain energized parts.

11 Protective Shields, Barriers & Insulating Materials

11.1 When an employee of Platinum Control Technologies works in a confined or enclosed space (such as a manhole or vault) that contains exposed energized parts, Platinum Control Technologies will provide at no cost, and the employee must use, protective shields, protective barriers, or insulating materials as necessary to avoid inadvertent contact with these parts. Doors, hinged panels, and the like must be secured to prevent their swinging into an employee and causing the employee to contact exposed energized parts.

12 Conductive Materials & Equipment.

12.1 Conductive materials and equipment that are in contact with any part of an employee's body must be handled in a manner that will prevent them from contacting exposed energized conductors or circuit parts.

12.2 If an employee must handle long dimensional conductive objects (such as ducts and pipes) in areas with exposed live parts, Platinum Control Technologies will institute work practices (such as the use of insulation, guarding, and material handling techniques) which will minimize the hazard.

12.3 Portable ladders must have non-conductive siderails if they are used where the employee or the ladder could contact exposed energized parts.

12.4 Conductive articles of jewelry and clothing (such a watch bands, bracelets, rings, key chains, necklaces, metalized aprons, cloth with conductive thread, or metal headgear) may not be worn if they might contact exposed energized parts. However, such articles may be worn if they are rendered nonconductive by covering, wrapping, or other insulating means.

12.5 Where live parts present an electrical contact hazard, employees may not perform housekeeping duties at such close distances to the parts that there is a possibility of contact, unless adequate safeguards are provided.

12.6 Electrically conductive cleaning materials may not be used in proximity to energized parts unless procedures are followed which will prevent electrical contact.

13 Qualified Training

13.1 Qualified persons must, at a minimum, be trained in and familiar with:

13.1.1 The skills and techniques necessary to distinguish exposed live parts from other parts of electric equipment,

13.1.2 The nominal voltage of exposed live parts, and the clearance distances and the corresponding voltages to which the qualified person will be exposed.

13.2 The training will be of the classroom or on-the-job type.

13.3 The degree of training provided shall be determined by the risk to the employee.

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CHAPTER 17

1 Emergency Action Plan Program

1.1 Platinum Control Technologies has developed the following policy on Emergency Action Plan to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

1.2 The emergency action plan must be in writing, kept in the workplace, and made available for affected company employees to review.

1.3 For companies in which there are ten or fewer employees, the emergency action plan may be communicated orally.

2 Implementation

2.1 Training: Safety meeting, practice drills.

2.2 PPE: Safety vests, hard hats, work boots.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees in the safe procedures of the Emergency Action Plan.

4.2 The HSE Department will train employees to assist in a safe and orderly evacuation of other employees.

5 Emergency Action Plan

5.1 Although Platinum Control Technologies takes precautions to prevent them, emergencies do occur.

5.2 This plan is available for employees to review by contacting the designated Safety Director, the phone number is listed in the header of each policy.

5.3 Employees have been informed of the company's planned response to emergency situations, and they are expected to adhere to these guidelines for the duration of this project.

5.4 The elements of this plan are as follows:

5.4.1 Emergency evacuation plan,

5.4.2 Critical operations,

5.4.3 Methods to account for Platinum Control Technologies employees,

5.4.4 Rescue and medical duties

5.4.5 Means of reporting emergencies,

5.4.6 Company representative(s) responsible for plan.

6 Emergency Evacuation Plan

6.1 In the event of an emergency evacuation, employees will follow the evacuation routes.

6.2 Emergency evacuation procedures shall be included in the emergency action plan, include type of evacuation and exit route assignments below:

7 Evacuation Procedures

7.1 Upon hearing the alarm or when directed by a warden -

7.2 Prepare to evacuate.

7.3 Get your workplace ready to be left unattended. Shut down computers; turn off gas and electrical equipment, if safe to do so.

7.4 For fire, close the doors as you go – do not lock them. In the case of a bomb threat, leave doors open.

7.5 Assist any person in immediate danger.

7.6 Leave the building via the nearest safe route.

7.7 Obey all directions from wardens.

7.8 Move calmly to the assembly point or other advised area and stay there until the All Clear has been given.

7.9 Follow closely the instructions of emergency services personnel.

7.10 Wait for the OK to re-enter the building.

8 Fire

8.1 Call 911

8.2 Assist any person in immediate danger (only if safe to do so).

8.3 If safe to do so, close doors to minimize spread of the fire.

8.4 Attack the fire only if safe to do so.

8.5 Contact nearest supervisor and follow their directions.

8.6 Assist with the evacuation of mobility impaired occupants.

8.7 Move to the nominated evacuation assembly point, and stay there until the All Clear has been given.

8.8 Follow closely the instructions of emergency services personnel.

9 Medical Emergency

9.1 Assess the situation -

9.2 Do not move a casualty unless they are exposed to a life threatening situation.

9.3 Contact the nearest first aid officer.

9.4 In extreme emergency situations contact the ambulance service by dialing 911

9.5 Arrange for the ambulance to be met at the front or other nominated area.

9.6 Remain with the casualty and administer first aid as appropriate until assistance arrives.

9.7 Follow closely the instructions of emergency services personnel.

10 Bomb Threat

10.1 On receipt of a telephone bomb threat:

10.2 Keep the caller talking (do not hang up).

10.3 Remain calm and do not say or do anything that may encourage irrational behavior.

10.4 Ask someone else to ring **911**.

10.5 DO NOT use mobile phones. Turn them all off.

10.6 Evacuate the building via alternate exits, leaving doors and windows open.

10.7 Take personal belongings with you, noting any suspicious parcels in your area as you leave.

10.8 Move to assembly point maintaining a clear distance from parked vehicles.

10.9 Follow closely the instructions of emergency services personnel.

11 Civil Disturbance

11.1 Keep well clear of the disturbance and do not say or do anything that may encourage irrational behavior.

11.2 Consider ”locking down” the building to prevent unauthorized entry.

11.3 Follow closely the instructions of emergency services personnel.

11.4 Evacuate the building only if instructed to do so by emergency services personnel.

12 Attack Or Armed Threat

12.1 Keep well clear of the intruder and do not say or do anything that may encourage irrational behavior.

12.2 Notify 911.

12.3 Note as many details as possible.

12.4 Follow closely the instructions of emergency services personnel.

12.5 Evacuate the building only if instructed to do so by emergency services personnel.

12.6 Stay clear of windows.

13 Personal Preparation

13.1 Know the location of emergency exits in your building.

13.2 Plan an escape route from your office to each exit.

13.3 Familiarize yourself with the location of any break glass fire alarms in your building.

13.4 Note the location of fire extinguishers.

13.5 Familiarize yourself with the identity and location of the first aid officers and first aid kits.

14 Critical Operations

14.1 If any emergency occurs on a project involving propane, combustion engine equipment or electrical tools, Platinum Control Technologies employees will shut off propane sources at the cylinders and turn off all equipment before evacuating, provided employee safety is not jeopardized by doing so.

14.1.1 Does this project involve the use of propane? Yes _____ No _____

14.1.2 Does this project involve the use of combustion engine equipment? Yes _____ No _____

14.1.3 Does this project involve the use of electrical tools or other ignition sources? Yes _____ No _____

14.1.4 Does this project involve the use of other critical operations not listed? Yes _____ No _____

14.1.5 Explain:

_____

14.2 If our employees are not able to shut off propane supplies, the fire department or other responding emergency agency will be notified of the presence and locations of the propane tanks.

14.2.1 List locations of propane on this site:

_____

15 Methods to Account for Employees

15.1 Employees have been instructed to meet at a designated location so that they can be accounted for on the project. If it is determined that any employees are missing, the responding emergency agency will be notified. The agency also will be informed about the last approximate whereabouts of missing employees.

15.2 The meeting location will be chosen based on the type of emergency involved. The project manager will account for wind direction and potential hazards in determining the meeting place.

15.3 The meeting location for this project will be:

_____

_____

16 Rescue and Medical Duties

16.1 This crew has been specifically trained to rescue and/or attend to injured employees. Yes _____ No _____

16.1.1 If "No" has been checked, our employees will rely on paramedics or other emergency rescue teams.

16.1.2 If "Yes" has been checked, those employees trained in rescue operations will perform duties according to the training they have received. The remaining employees will meet at the designated meeting area.

17 Means of Reporting Emergencies

17.1 When a fire or emergency occurs, it is our intention to notify all employees, affected contractors, building owners and homeowners about the crisis.

17.2 The first call will be made to the local fire department by using 911. If 911 is unavailable in the job's area or there is an on-site fire department, such as on military installations, that emergency telephone number will be used instead. Emergency telephone numbers are included in this plan.

17.3 If there are 10 employees or fewer in the area, a human voice will be used to notify those on the job. For projects involving more than 10 employees, airhorns or similar equipment will be used.

18 Company Representative(s) Responsible for Plan

18.1 Alex Garay is the responsible person to contact with any questions regarding this plan.

18.2 If additional information is needed, the project manager should be contacted.

19 Emergency Contacts List

Project Address	
Project Telephone	
Home Office Telephone	
Local Police Telephone	
Local Fire Telephone	
Local Paramedics Telephone	
Local Hospital Address	
Local Hospital Telephone	

20 Nearest Hospital Directions

20.1 Use the space below to draw directions to the nearest hospital. Be sure to include the north arrow.

21 Evacuation Routes & Exits

21.1 Use the space below to draw your evacuation routes and exits. Be sure to include the north arrow.

22 Alarm System

22.1 It is a requirement of Platinum Control Technologies to have and maintain an employee alarm system.

22.2 The employee alarm system will use a distinctive signal for each purpose and comply with the requirements in § 1910.165.

22.3 For employers with less than ten employees direct voice communication is acceptable for sounding an alarm provided all employees can hear the alarm.

23 Program Review

23.1 The Emergency Action Plan will be reviewed with employees under the following circumstances:

23.1.1 The plan is developed,

23.1.2 The employee is initially assigned to a job,

23.1.3 The employee's responsibilities under the plan change and,

23.1.4 The plan is changed.

CHAPTER 18

1 Fall Protection Program

1.1 Falls are among the most common causes of serious work-related injuries and deaths. It is important to set up the work place to prevent employees from falling off of overhead platforms, elevated work stations or into holes in the floor and walls.

1.2 Platinum Control Technologies has developed the following policy on Fall Protection to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

1.3 Fall Protection is required when employees work at heights of six feet or greater in construction and four feet or greater in general industry.

1.4 Implementation

1.5 Training: Safety meeting, Certification training.

1.6 PPE: Safety vests, Harnesses, Lanyards, Work boots, Hard hats

2 Competent Person

2.1 Alex Garay is the competent person responsible for the program, to monitor the safety of other employees and to ensure that the safety monitors comply with the fall protection plan. Alex Garay is the qualified person, through certification training, to prepare the fall protection plan.

3 Training

3.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the risk of falling hazards.

3.2 This training will enable employees of Platinum Control Technologies to recognize the hazards of falling and the procedures to follow to prevent or minimize these hazards.

3.3 Each employee will be trained, as necessary, by a competent person qualified in the following areas:

3.3.1 The nature of fall hazards in the work area;

3.3.2 The correct procedures for erecting, maintaining, disassembling, and inspecting the fall protection systems to be used;

3.3.3 The use and operation of guardrail systems, personal fall arrest systems, safety net systems, warning line systems, safety monitoring systems, controlled access zones, and other protection to be used;

3.3.4 The role of each employee in the safety monitoring system when this system is used;

3.3.5 The limitations on the use of mechanical equipment during the performance of roofing work on low-sloped roofs;

3.3.6 The correct procedures for the handling and storage of equipment and materials and the erection of overhead protection; and

3.3.7 The role of employees in fall protection plans

3.4 The conducted training must be documented and retained.

3.5 Documentation includes, at a minimum, the participants, dates of training, and signatures of the instructors conducting the training.

4 Certification of Training

4.1 Platinum Control Technologies will keep a written certification record that will contain the name or other identity of the employee trained, the date(s) of the training, and the signature of the person who conducted the training or the signature of the Alex Garay.

4.1.1 The latest training certification will be maintained.

5 Retraining

5.1 Where Platinum Control Technologies has reason to believe that any affected employee who has already been trained does not have the understanding and skill required by this policy, the employee will be retrained.

5.2 Circumstances where retraining is required include, but are not limited to, situations where:

5.2.1 Changes in the workplace render previous training obsolete,

5.2.2 Changes in the types of fall protection systems or equipment to be used render previous training obsolete,

5.2.3 Inadequacies in an affected employee's knowledge or use of fall protection systems or equipment indicate that the employee has not retained the requisite understanding or skill.

6 Fall Protection Requirements

6.1 Platinum Control Technologies will determine if the walking/working surfaces on which our employees are to work have the strength and structural integrity to support employees safely.

6.1.1 Employees are only allowed to work on those surfaces only when they have the requisite strength and structural integrity.

7. Fall Protection Requirements Continued

6.2 It is a requirement of Platinum Control Technologies that each employee on a walking/working surface which is 6 feet (1.8 m) or more above a lower level will be protected from falling by the use of guardrail systems, safety net systems, or personal fall arrest systems.

6.3 Fall Protection is required when:

6.3.1 "Unprotected sides and edges." With an unprotected side or edge which is 6 feet (1.8 m) or more above a lower level

6.3.2 Constructing a leading edge 6 feet (1.8 m) or more above lower levels.

6.3.2.1 Exception: If Platinum Control Technologies can demonstrate that it is infeasible or creates a greater hazard to use these systems, Alex Garay will develop and implement a fall protection plan which meets the requirements with less hazard.

6.3.3 Where leading edges are under construction, but who is not engaged in the leading edge work.

6.3.4 Hazard from falling through holes (including skylights).

6.3.5 Hazard from tripping in or stepping into or through holes (including skylights) by covers.

6.3.6 Hazard from objects falling through holes (including skylights) by covers.

6.3.7 Hazards from ramps, runways, and other walkways.

7 Incident Investigation

7.1 It is a requirement of Platinum Control Technologies that incidents involving falls are investigated.

7.2 Incident investigations are important to help prevent reoccurrence, plan for potential updates to practices, procedures and training.

8 Site Specific Fall Protection Plan

8.1 In the instance, the job warrants a site specific Fall Protection plan, the plan will be developed by a qualified person designated by Alex Garay.

9 Fall Protection Equipment

9.1 Only Fall Protection equipment that meets the regulations of 1926.502(d) or ANSI Z 359.1 will be used by employees of Platinum Control Technologies.

9.2 Personal fall arrest systems and their use must comply with the provisions set forth below. Effective January 1, 1998, body belts are not acceptable as part of a personal fall arrest system. Note: The use of a body belt in a positioning device system is acceptable and is regulated

9.3 Dee-rings and snaphooks must have a minimum tensile strength of 5,000 pounds (22.2 kN).

9.4 Dee-rings and snaphooks must be proof-tested to a minimum tensile load of 3,600 pounds (16 kN) without cracking, breaking, or taking permanent deformation.

9.5 Snaphooks must be sized to be compatible with the member to which they are connected to prevent unintentional disengagement of the snaphook by depression of the snaphook keeper by the connected member, or must be a locking type snaphook designed and used to prevent disengagement of the snaphook by the contact of the snaphook keeper by the connected member. Effective January 1, 1998, only locking type snaphooks must be used.

9.6 Horizontal lifelines must be designed, installed, and used, under the supervision of a qualified person, as part of a complete personal fall arrest system, which maintains a safety factor of at least two.

9.7 Lanyards and vertical lifelines must have a minimum breaking strength of 5,000 pounds (22.2 kN).

9.8 Ropes and straps (webbing) used in lanyards, lifelines, and strength components of body belts and body harnesses must be made from synthetic fibers.

9.9 Anchorages used for attachment of personal fall arrest equipment must be independent of any anchorage being used to support or suspend platforms and capable of supporting at least 5,000 pounds (22.2 kN) per employee attached.

9.10 Personal fall arrest systems and components subjected to impact loading must be immediately removed from service and must not be used again for employee protection until inspected and determined by a competent person to be undamaged and suitable for reuse.

9.11 Platinum Control Technologies will provide for prompt rescue of employees in the event of a fall or will assure that employees are able to rescue themselves.

9.12 Personal fall arrest systems must be inspected prior to each use for wear, damage and other deterioration, and defective components must be removed from service.

9.13 Personal fall arrest systems must not be attached to guardrail systems.

10 Safety Monitoring System

10.1 It is the policy of Platinum Control Technologies that a competent person must be assigned to:

10.2 The safety monitor shall be competent to recognize fall hazards;

10.3 The safety monitor shall warn the employee when it appears that the employee is unaware of a fall hazard or is acting in an unsafe manner;

10.4 The safety monitor shall be on the same walking/working surface and within visual sighting distance of the employee being monitored;

10.5 The safety monitor shall be close enough to communicate orally with the employee; and;

10.6 The safety monitor shall not have other responsibilities which could take the monitor's attention from the monitoring function.

10.7 Mechanical equipment must not be used or stored in areas where safety monitoring systems are being used to monitor employees engaged in roofing operations on low-slope roofs.

10.8 No employee, other than an employee engaged in roofing work [on low-sloped roofs] or an employee covered by a fall protection plan, shall be allowed in an area where an employee is being protected by a safety monitoring system.

10.9 Each employee working in a controlled access zone shall be directed to comply promptly with fall hazard warnings from safety monitors.

10.10 Where other methods of fall protection are not utilized, those areas must be designated as controlled access zones and a safety monitoring system used.

11 Incident Investigation

11.1 In the event an employee falls, or some other related, serious incident occurs, an investigate investigation must take place to determine if the fall protection plan needs to be changed.

11.2 Changes made must be implemented to prevent similar types of incidents.

Platinum Control Technologies

Fall Protection	Reference: 29 CFR 1926.501;502;503	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

Platinum Control Technologies

Fatigue Management	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 19

1 Fatigue Management Program

1.1 Long work hours and irregular work shifts are common in our society. Nearly one-quarter of American workers spend over 40 hours a week at work and almost 15 million work full time on evening, night, rotating or other irregular shifts. Work schedules like these may cause worker fatigue.

1.2 Fatigue refers to mental or physical exhaustion that reduces work efficiency. It is more than simply feeling drowsy or tired.

1.3 Fatigue is caused by prolonged periods of physical and or mental exertion without enough time to rest.

1.4 Platinum Control Technologies has developed the following policy on Fatigue Management to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, eye & ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees initially and annually thereafter.

4.2 The training will cover:

4.2.1 How to recognize fatigue,

4.2.2 How to control fatigue through appropriate work and personal habits and

4.2.3 Reporting of fatigue to supervision.

5 Work Hour Limitations

5.1 In an effort to control employee turnover and absenteeism Platinum Control Technologies has set work hour limitations and will control job rotation schedules to:

5.1.1 Control fatigue,

5.1.2 Allow for sufficient sleep and

5.1.3 Increase mental fitness.

5.2 The maximum allowed work hours to avoid systematic fatigue at the workplace is no more than 12 hours, including frequent breaks in between, if in need or a must to work in extreme hot weather, rescheduling earlier shifts in the day or night to avoid extreme dangerous temperatures.

6 Ergonomic Equipment

6.1 In an effort to improve workstation conditions ergonomic equipment will be used, such as:

6.1.1 Anti-fatigue mats for standing,

6.1.2 Lift assist devices for repetitive lifting,

6.1.3 Proper lighting and control of temperature and

6.1.4 Other ergonomic devices as deemed appropriate.

7 Work Task Analysis

7.1 The Risk Assessment procedure will be used to analyze work tasks to control fatigue.

7.2 Work tasks will be evaluated periodically to ensure efficiency.

8 Rest Breaks

8.1 Rest breaks for employees will be provided to control fatigue and increase mental fitness.

8.2 Chairs will be available for workers to sit periodically.

9 Fatigue Reporting

9.1 It is a requirement of Platinum Control Technologies that employees must report fatigue or tiredness to their immediate supervisor.

9.2 Employees in safety critical positions must report fatigue or tiredness and lack of mental acuity to supervision; as well as supervisory personnel to make safety critical decisions and take appropriate actions to prevent loss.

10 Prescription/Over the Counter Drugs

10.1 It is a requirement of Platinum Control Technologies that employees must not chronically use over-the-counter or prescription drugs to increase mental alertness.

10.2 Employees are discouraged from taking any substance known to increase fatigue in that employee, including fatigue that sets in after the effects of the drug wear off.

11 Program Review

11.1 The Fatigue Management program should undergo periodic assessments of its effectiveness and a continuous improvement plan created to close any gaps.

Platinum Control Technologies

Fatigue Management	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 20

1 Fire Protection / Extinguishers Program

1.1 The potential for fire can occur from many different sources such as: heat-producing equipment, storage of flammable chemicals, and faulty electrical wiring.

1.2 Platinum Control Technologies has developed the following policy on Fire Protection to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Extinguisher training (PASS)

2.2 PPE: Safety vests, Fire extinguishers, Small hose lines.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Platinum Control Technologies shall provide an educational program to familiarize employees with the general principles of fire extinguisher use and the hazards involved in incipient stage fire fighting.

4.2 Training will be provided by Platinum Control Technologies upon initial assignment and annually thereafter for employees whose job activities involve the use of Fire Extinguishers.

4.3 The training will cover the general principles of fire extinguisher use (PASS) and the hazards involved in incipient stage firefighting.

4.3.1 (P) Pull the pin in the handle.

4.3.2 (A) Aim low at the base of the flames.

4.3.3 (S) Squeeze the handle.

4.3.4 (S) Sweep side to side.

4.4 Retraining will be held annually.

5 Firefighting Equipment

5.1 There will be no delay in providing the necessary firefighting equipment as a fire hazard could occur.

5.2 Access to all available firefighting equipment must be maintained at all times.

5.3 All firefighting equipment, provided by the employer, must be conspicuously located.

5.4 All firefighting equipment must be periodically inspected and maintained in operating condition. Defective equipment must be immediately replaced.

5.5 As warranted by the project, our company will provide a trained and equipped firefighting organization (Fire Brigade) to assure adequate protection to life.

6 Water supply

6.1 A temporary or permanent water supply, of sufficient volume, duration, and pressure, required to properly operate the firefighting equipment must be made available as soon as combustible materials accumulate.

6.2 Where underground water mains are to be provided, they must be installed, completed, and made available for use as soon as practicable.

7 Portable Firefighting Equipment

7.1 Portable fire extinguishers shall be provided for employee use and selected and distributed based on the classes of anticipated workplace fires and on the size and degree of hazard which would affect their use.

7.2 A fire extinguisher, rated not less than 2A, must be provided for each 3,000 square feet of the protected building area, or major fraction thereof. Travel distance from any point of the protected area to the nearest fire extinguisher must not exceed 100 feet.

7.3 One 55-gallon open drum of water with two fire pails may be substituted for a fire extinguisher having a 2A rating.

7.4 A 1/2-inch diameter garden-type hose line, not to exceed 100 feet in length and equipped with a nozzle, may be substituted for a 2A-rated fire extinguisher, providing it is capable of discharging a minimum of 5 gallons per minute with a minimum hose stream range of 30 feet horizontally. The garden-type hose lines must be mounted on conventional racks or reels. The number and location of hose racks or reels must be such that at least one hose stream can be applied to all points in the area.

7.5 One or more fire extinguishers, rated not less than 2A, must be provided on each floor. In multistory buildings, at least one fire extinguisher must be located adjacent to stairway.

7.6 Extinguishers and water drums, subject to freezing, must be protected from freezing.

7. Portable Firefighting Equipment

7.7 A fire extinguisher, rated not less than 10B, must be provided within 50 feet of wherever more than 5 gallons of flammable or combustible liquids or 5 pounds of flammable gas are being used on the jobsite. This requirement does not apply to the integral fuel tanks of motor vehicles.

7.8 Carbon tetrachloride and other toxic vaporizing liquid fire extinguishers are prohibited.

7.9 Portable fire extinguishers must be inspected visually monthly and an annual maintained check in accordance with Maintenance and Use of Portable Fire Extinguishers, NFPA No. 10A-1970.

7.10 Fire extinguishers which have been listed or approved by a nationally recognized testing laboratory, must be used to meet the requirements in this policy.

8 Inspections

8.1 Portable fire extinguishers are subjected to monthly vision check and an annual maintenance check.

8.2 The annual maintenance date will be recorded and retained for 1 year after the last entry of life of the shell, whichever is less.

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Platinum Control Technologies

First Aid	Reference: 29 CFR 1910.226, 1926.50	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 21

1 First Aid Program

1.1 First aid refers to medical attention that is usually administered immediately after the injury occurs and at the location where it occurred. It often consists of a one-time, short-term treatment and requires little technology or training to administer.

1.2 First aid can include cleaning minor cuts, scrapes, or scratches; treating a minor burn; applying bandages and dressings; the use of non-prescription medicine; draining blisters; removing debris from the eyes; massage; and drinking fluids to relieve heat stress.

1.3 OSHA's revised recordkeeping rule, which went into effect January 1, 2002, does not require first aid cases to be documented. For example:

1.3.1 A worker goes to the first-aid room and has a dressing applied to a minor cut by a registered nurse. Although the registered nurse is a health care professional, the employer does not have to report the accident because the worker simply received first aid.

1.4 Platinum Control Technologies has developed the following policy on First Aid to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, First aid training (American Red Cross or equivalent).

2.2 PPE: Safety vests, first aid kit (based on job size).

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Certification training will be provided by Platinum Control Technologies for employees deemed to be first aid responders.

4.1.1 The certification training must be obtained through the American red Cross or equivalent that can be verified by documentary evidence.

5 First Aid Responders

5.1 It is the policy of Platinum Control Technologies to have a designated staff member on shift that is adequately trained to render first aid, In the absence of an infirmary, clinic, or hospital in near proximity to the workplace which is used for the treatment of all injured employees.

5.2 Platinum Control Technologies will ensure that adequate first aid supplies are readily available.

5.2.1 First aid supplies will be easily accessible when required

5.3 Where the eyes or body of any person may be exposed to injurious corrosive materials, suitable facilities for quick drenching or flushing of the eyes and body shall be provided within the work area for immediate emergency use.

6 First Aid Kits

6.1 Platinum Control Technologies will provide first-aid kits at each work site where trees are being cut (e.g., felling, buckling, limbing), at each active landing, and on each employee transport vehicle. The number of first-aid kits and the content of each kit must reflect the degree of isolation, the number of employees, and the hazards reasonably anticipated at the work site.

6.2 First aid kits must be placed in a weatherproof container with individual sealed packages of each type of item and must be checked before being sent out on each job and at least weekly on each job to ensure that the expended items are replaced.

6.3 The following list sets forth the minimally acceptable number and type of first-aid supplies for first-aid kits. The contents of the first-aid kit listed should be adequate for small work sites, consisting of approximately two to three employees.

6.3.1 When larger operations or multiple operations are being conducted at the same location, additional first-aid kits should be provided at the work site or additional quantities of supplies should be included in the first-aid kits:

6.3.2 Gauze pads (at least 4 x 4 inches).

6.3.3 Two large gauze pads (at least 8 x 10 inches).

6.3.4 Box adhesive bandages (band-aids).

6.3.5 One package gauze roller bandage at least 2 inches wide.

6.3.6 Two triangular bandages.

6.3.7 Wound cleaning agent such as sealed moistened towelettes.

6.3.8 Scissors.

6.3.9 At least one blanket.

6.3.10 Tweezers.

6.3.11 Adhesive tape.

6.3.12 Latex gloves.

6.3.13 Resuscitation equipment such as resuscitation bag, airway, or pocket mask.

6.3.14 Two elastic wraps.

6.3.15 Splint.

6.3.16 Directions for requesting emergency assistance.

6.4 First aid kits used by Platinum Control Technologies will contain the proper items which are adequate for the environment where they are used.

6.5 For construction operations, individual sealed packages of each item must be stored in a weather proof container.

6.6 It is a requirement of Platinum Control Technologies that the first aid kits will be checked before being sent out on each job and,

6.6.1 At least weekly on each job to ensure that the expended items are replaced.

6.7 Platinum Control Technologies will reassess the demand for supplies and adjust their inventories quarterly or as needed.

7 Transportation

7.1 In the event of an incident, proper equipment will be provided for the prompt transport of the injured person to a hospital or physician.

7.2 A communication system for contacting 911 (ambulance services) will be provided.

7.3 In areas where 911 is not available, the telephone numbers of the physicians, hospitals, or ambulances will be conspicuously posted by Alex Garay.

7.4 Drenching/Flushing Facilities

7.5 Where the eyes or body of any person may be exposed to injurious corrosive materials, suitable facilities will be provided within the work area for drenching and flushing.

Platinum Control Technologies

First Aid	Reference: 29 CFR 1910.226, 1926.50	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
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Platinum Control Technologies

Fit for Duty	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 22

1 Fit for Duty Program

1.1 Workers can experience high levels of stress and their daily tasks may expose them to many hazards. They may develop heat stress while wearing protective equipment or working under temperature extremes, or face life-threatening emergencies such as explosions and fires.

1.2 Therefore, a Fit for Duty program is essential to assess and monitor workers' health and fitness both prior to employment and during the course of work; to provide emergency and other treatment as needed; and to keep accurate records for future reference.

1.3 Platinum Control Technologies has developed the following policy on Fit for Duty to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, respirators.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Physicals

4.1 It is the policy of Platinum Control Technologies that pre-employment physicals are required.

4.2 Physicals will also be required when changing into different jobs or working environments.

5 Drug & Alcohol Screening

5.1 Platinum Control Technologies requires drug and alcohol screening and employees will be subject to testing when:

5.2 Pre-employment,

5.3 Post-accident,

5.4 Random/Suspicion or

5.5 As prescribed by DOT or the host facilities.

6 Medications

6.1 It is a requirement of Platinum Control Technologies that employees must report to their supervisor any medications they are taking.

6.2 Over-the-counter medications such as allergy or cold and flu medications could also impair one's ability to perform safely and must also be reported to their supervisor.

7 Employee Monitoring

7.1 Employees of Platinum Control Technologies will be monitored to ensure that their activities and behaviors are normal.

7.2 If an employee is noticed to be fatigued, they will be removed from the worksite.

7.3 Employees are responsible for ensuring they are physically and mentally fit to perform their job safely.

7.4 Employees that are not able to perform their duties safely due to their physical or mental state, are responsible for notifying their supervisor.

7.5 Employees must take responsibility for their own safety as well as not report to work in a condition as to endanger the safety of their fellow workers.

8 Determination of Fitness for Duty

8.1 Workers at hazardous waste sites are often required to perform strenuous tasks and wear personal protective equipment, such as respirators and protective clothing, that may cause heat stress and other problems. To ensure that prospective employees are able to meet work requirements, the pre-employment screening should focus on the following areas:

8.1.1 Occupational and Medical History

8.1.1.1 Make sure the worker fills out an occupational and medical history questionnaire. Review the questionnaire before seeing the worker. In the examining room, discuss the questionnaire with the worker, paying special attention to prior occupational exposures to chemical and physical hazards.

8.1.1.2 Review past illnesses and chronic diseases, particularly atopic diseases such as eczema and asthma, lung diseases, and cardiovascular disease.

8.1.1.3 Review symptoms, especially shortness of breath or labored breathing on exertion, other chronic respiratory symptoms, chest pain, high blood pressure, and heat intolerance.

8.1.1.4 Identify individuals who are vulnerable to particular substances (e.g., someone with a history of severe asthmatic reaction to a specific chemical).

8.1.1.5 Record relevant lifestyle habits (e.g., cigarette smoking, alcohol and drug use) and hobbies.

8 Determination of Fitness for Duty Continued

8.1.2 Physical Examination

8.1.2.1 Conduct a comprehensive physical examination of all body organs, focusing on the pulmonary, cardiovascular, and musculoskeletal systems.

8.1.2.2 Note conditions that could increase susceptibility to heat stroke, such as obesity and lack of physical exercise.

8.1.2.3 Note conditions that could affect respirator use, such as missing or arthritic fingers, facial scars, dentures, poor eyesight, or perforated ear drums.

8.1.3 Ability to Work While Wearing Protective Equipment

8.1.3.1 Disqualify individuals who are clearly unable to perform based on the medical history and physical exam (e.g., those with severe lung disease, heart disease, or back or orthopedic problems).

8.1.3.2 Note limitations concerning the worker's ability to use protective equipment (e.g., individuals who must wear contact lenses cannot wear full-face piece respirators).

8.1.3.3 Provide additional testing (e.g., chest X-ray, pulmonary function testing, electrocardiogram) for ability to wear protective equipment where necessary.

8.1.3.4 Base the determination on the individual worker's profile (e.g., medical history and physical exam, age, previous exposures and testing).

5.1.3 Ability to Work While Wearing Protective Equipment Continued

8.1.3.5 Make a written assessment of the worker's capacity to perform while wearing a respirator, if wearing a respirator is a job requirement. Note that the Occupational Safety and Health Administration (OSHA) respirator standard (29 CFR Part 1910.134) states that no employee should be assigned to a task that requires the use of a respirator unless it has been determined that the person is physically able to perform under such conditions.

9 Baseline Data for Future Exposures

9.1 Pre-employment screening can be used to establish baseline data to subsequently verify the efficacy of protective assures and to later determine if exposures have adversely affected the worker. Baseline testing may include both medical screening tests and biologic monitoring tests.

10 Ability to Perform While Wearing Protective Equipment

10.1 To determine a worker's capacity to perform while wearing protective equipment, additional tests may be necessary, for example:

10.1.1 Pulmonary function testing. Measurement should include forced expiratory volume in 1 second (FEV1), forced vital capacity (FVC), and FEV1-to-FVC ratio, with interpretation and comparison to, normal predicted values corrected for age, height, race, and sex. Other factors such as FEF, MEFR, MVV, FRC, RV, and TLC1 may be included for additional information. A permanent record of flow curves should be placed in the worker's medical records. The tests should be conducted by a certified technician and the results interpreted by a physician.

10.1.2 Electrocardiogram (EKG). At least one standard, 12-lead resting EKG should be performed at the discretion of the physician. A "stress test" (graded exercise) may be administered at the discretion of the examining physician, particularly where heat stress may occur.

11 Baseline Monitoring

11.1 If there is likelihood of potential onsite exposure to a particular toxicant, specific baseline monitoring should be performed to establish data relating to that toxicant.

CHAPTER 23

1 Forklifts & Industrial Trucks Program

1.1 There are many types of powered industrial trucks. Each type presents different operating hazards. For example:

1.1.1 A sit-down counterbalanced high-lift rider truck is more likely than a motorized hand truck to be involved in a falling load accident because the sit-down rider truck can lift a load much higher than a hand truck.

1.2 Workplace type and conditions are also factor in hazards commonly associated with powered industrial trucks. For example:

1.2.1 Retail establishments often face greater challenges than other worksites in maintaining pedestrian safety.

1.3 Beyond that, many workers can also be injured when:

1.3.1 Lift trucks are inadvertently driven off loading docks,

1.3.2 Lifts fall between docks and an unsecured trailer,

1.3.3 They are struck by a lift truck or

1.3.4 They fall while on elevated pallets and tines.

1.4 Platinum Control Technologies has developed the following policy on Forklifts and Industrial Trucks to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, safety glasses.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program and has the knowledge and ability to teach and evaluate employees.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of powered industrial trucks.

4.2 Platinum Control Technologies will ensure that each powered industrial truck operator is competent to operate a powered industrial truck safely, as demonstrated by the successful completion of the training and evaluation.

4.3 Prior to permitting an employee to operate a powered industrial truck each operator must successfully completed the training required.

4.4 Trainees may operate a powered industrial truck only:

4.4.1 Under the direct supervision of persons who have the knowledge, training, and experience to train operators and evaluate their competence; and

4.4.2 Where such operation does not endanger the trainee or other employees.

4.5 Training will consist of:

4.5.1 A combination of formal instruction (e.g., lecture, discussion, interactive computer learning, video tape, written material), practical training (demonstrations performed by the trainer and practical exercises performed by the trainee), and evaluation of the operator's performance in the workplace.

4.5.2 All operator training and evaluation must be conducted by persons who have the knowledge, training, and experience to train powered industrial truck operators and evaluate their competence.

4.5.3 Training program content. Powered industrial truck operators will receive initial training in the following topics, except in topics which the employer can demonstrate are not applicable to safe operation of the truck in the employer's workplace.

4.6 Truck-related topics:

4.6.1 Operating instructions, warnings, and precautions for the types of truck the operator will be authorized to operate.

4.6.2 Differences between the truck and the automobile.

4.6.3 Truck controls and instrumentation: where they are located, what they do, and how they work.

4.6.4 Engine or motor operation.

4.6.5 Steering and maneuvering.

4 Training Continued

4.6.6 Visibility (including restrictions due to loading).

4.6.7 Fork and attachment adaptation, operation, and use limitations.

4.6.8 Vehicle capacity.

4.6.9 Vehicle stability.

4.6.10 Any vehicle inspection and maintenance that the operator will be required to perform.

4.6.11 Refueling and/or charging and recharging of batteries.

5 Refresher Training and Evaluation

5.1 Refresher training, including an evaluation of the effectiveness of that training, will be conducted every 3 years to ensure that the operator has the knowledge and skills needed to operate the powered industrial truck safely.

5.2 Refresher training in relevant topics will be provided to the operator when:

5.2.1 The operator has been observed to operate the vehicle in an unsafe manner,

5.2.2 The operator has been involved in an accident or near-miss incident,

5.2.3 The operator has received an evaluation that reveals that the operator is not operating the truck safely,

5.2.4 The operator is assigned to drive a different type of truck or

5.2.5 A condition in the workplace changes in a manner that could affect safe operation of the truck.

5.3 An evaluation of each powered industrial truck operator's performance must be conducted at least once every three years.

5.4 Avoidance of duplicative training. If an operator has previously received training in a topic specified in this section, and such training is appropriate to the truck and working conditions encountered, additional training in that topic is not required if the operator has been evaluated and found competent to operate the truck safely.

5.5 Certification. Platinum Control Technologies certifies that each operator has been trained and evaluated as required.

5.6 The certification includes the name of the operator, the date of the training, the date of the evaluation, and the identity of the person(s) performing the training or evaluation.

6 Operating Limitations

6.1 Any other operating instructions, warnings, or precautions listed in the operator's manual for the types of vehicle that the employee is being trained to operate.

6.2 Workplace-related topics:

6.2.1 Surface conditions where the vehicle will be operated;

6.2.2 Composition of loads to be carried and load stability;

6.2.3 Load manipulation, stacking, and unstacking;

6.2.4 Pedestrian traffic in areas where the vehicle will be operated;

6.2.5 Narrow aisles and other restricted places where the vehicle will be operated;

6.2.6 Hazardous (classified) locations where the vehicle will be operated;

6.2.7 Ramps and other sloped surfaces that could affect the vehicle's stability;

6.2.8 Closed environments and other areas where insufficient ventilation or poor vehicle maintenance could cause a buildup of carbon monoxide or diesel exhaust;

6.2.9 Other unique or potentially hazardous environmental conditions in the workplace that could affect safe operation.

7 Truck Operations

7.1 Trucks must not be driven up to anyone standing in front of a bench or other fixed object.

7.2 No person is allowed to stand or pass under the elevated portion of any truck, whether loaded or empty.

7.3 Unauthorized personnel must not be permitted to ride on powered industrial trucks. A safe place to ride must be provided where riding of trucks is authorized.

7.4 Platinum Control Technologies prohibits arms or legs from being placed between the uprights of the mast or outside the running lines of the truck.

7.5 When a powered industrial truck is left unattended, load engaging means must be fully lowered, controls must be neutralized, power must be shut off, and brakes set. Wheels must be blocked if the truck is parked on an incline.

7.6 A powered industrial truck is unattended when the operator is 25 ft. or more away from the vehicle which remains in his view, or whenever the operator leaves the vehicle and it is not in his view.

7.7 When the operator of an industrial truck is dismounted and within 25 ft. of the truck still in his view, the load engaging means must be fully lowered, controls neutralized, and the brakes set to prevent movement.

7.8 A safe distance must be maintained from the edge of ramps or platforms while on any elevated dock, or platform or freight car. Trucks must not be used for opening or closing freight doors.

7.9 Brakes must be set and wheel blocks must be in place to prevent movement of trucks, trailers, or railroad cars while loading or unloading. Fixed jacks may be necessary to support a semitrailer during loading or unloading when the trailer is not coupled to a tractor. The flooring of trucks, trailers, and railroad cars must be checked for breaks and weakness before they are driven onto.

7.10 There must be sufficient headroom under overhead installations, lights, pipes, sprinkler system, etc.

7.11 An overhead guard must be used as protection against falling objects. It should be noted that an overhead guard is intended to offer protection from the impact of small packages, boxes, bagged material, etc., representative of the job application, but not to withstand the impact of a falling capacity load.

7.12 A load backrest extension must be used whenever necessary to minimize the possibility of the load or part of it from falling rearward.

7.13 Only approved industrial trucks will be used in hazardous locations.

7.14 Fire aisles, access to stairways, and fire equipment must be kept clear.

8 Traveling

8.1 All traffic regulations must be observed, including authorized plant speed limits. A safe distance must be maintained approximately three truck lengths from the truck ahead, and the truck must be kept under control at all times.

8.2 The right of way must be yielded to ambulances, fire trucks, or other vehicles in emergency situations.

8.3 Other trucks traveling in the same direction at intersections, blind spots, or other dangerous locations must not be passed.

8.4 Drivers are required to slow down and sound the horn at cross aisles and other locations where vision is obstructed. If the load being carried obstructs forward view, the driver will be required to travel with the load trailing.

8.5 Railroad tracks must be crossed diagonally wherever possible. Parking closer than 8 feet from the center of railroad tracks is prohibited.

8.6 Drivers are required to look in the direction of, and keep a clear view of the path of travel.

8.7 Grades must be ascended or descended slowly.

8.8 When ascending or descending grades in excess of 10 percent, loaded trucks must be driven with the load upgrade.

8.9 On all grades the load and load engaging means must be tilted back if applicable, and raised only as far as necessary to clear the road surface.

8.10 Under all travel conditions the truck must be operated at a speed that will permit it to be brought to a stop in a safe manner.

8.11 Stunt driving and horseplay is not permitted.

8.12 Drivers are required to slow down for wet and slippery floors.

8.13 Dockboard or bridgeplates, must be properly secured before they are driven over. Dockboard or bridgeplates must be driven over carefully and slowly and their rated capacity never exceeded.

8.14 Elevators must be approached slowly, and then entered squarely after the elevator car is properly leveled. Once on the elevator, the controls must be neutralized, power shut off, and the brakes set.

8.15 Motorized hand trucks must enter elevator or other confined areas with load end forward.

8.16 Running over loose objects on the roadway surface must be avoided.

8.17 While negotiating turns, speed must be reduced to a safe level by means of turning the hand steering wheel in a smooth, sweeping motion. Except when maneuvering at a very low speed, the hand steering wheel must be turned at a moderate, even rate.

9 Loading

9.1 Only stable or safely arranged loads must be handled. Caution must be exercised when handling off-center loads which cannot be centered.

9.2 Only loads within the rated capacity of the truck will be handled.

9.3 The long or high (including multiple-tiered) loads which may affect capacity must be adjusted.

9.4 Trucks equipped with attachments must be operated as partially loaded trucks when not handling a load.

9.5 A load engaging means must be placed under the load as far as possible; the mast must be carefully tilted backward to stabilize the load.

9.6 Extreme care must be used when tilting the load forward or backward, particularly when high tiering. Tilting forward with load engaging means elevated must be prohibited except to pick up a load. An elevated load must not be tilted forward except when the load is in a deposit position over a rack or stack. When stacking or tiering, only enough backward tilt to stabilize the load will be used.

9.7 The operator must verify trailer chocks, supports, and dock plates prior to loading or unloading.

10 Operation of the Truck

10.1 If at any time a powered industrial truck is found to be in need of repair, defective, or in any way unsafe, the truck will be taken out of service until it has been restored to safe operating condition.

10.2 Fuel tanks will not be filled while the engine is running. Spillage will be avoided.

10.3 Spillage of oil or fuel will be carefully washed away or completely evaporated and the fuel tank cap replaced before restarting engine.

10.4 No truck will be operated with a leak in the fuel system until the leak has been corrected.

10.5 Open flames must not be used for checking electrolyte level in storage batteries or gasoline level in fuel tanks.

11 Maintenance of Industrial Trucks

11.1 Any power-operated industrial truck not in safe operating condition must be removed from service. All repairs must be made by authorized personnel.

11.2 No repairs will be made in Class I, II, and III locations.

11.3 Those repairs to the fuel and ignition systems of industrial trucks which involve fire hazards must be conducted only in locations designated for such repairs.

11.4 Trucks in need of repairs to the electrical system must have the battery disconnected prior to such repairs.

11.5 All parts of any such industrial truck requiring replacement must be replaced only by parts equivalent as to safety with those used in the original design.

11.6 Industrial trucks must not be altered so that the relative positions of the various parts are different from what they were when originally received from the manufacturer, nor must they be altered either by the addition of extra parts not provided by the manufacturer or by the elimination of any parts. Additional counterweighting of fork trucks must not be done unless approved by the truck manufacturer.

11.7 Industrial trucks must be inspected before being placed in service, and must not be placed in service if the examination shows any condition adversely affecting the safety of the vehicle. Such examination must be made at least daily.

11.8 Where industrial trucks are used on a round-the-clock basis, they must be inspected after each shift. Defects when found must be immediately reported and corrected.

11.9 Water mufflers must be filled daily or as frequently as is necessary to prevent depletion of the supply of water below 75 percent of the filled capacity. Vehicles with mufflers having screens or other parts that may become clogged must not be operated while such screens or parts are clogged. Any vehicle that emits hazardous sparks or flames from the exhaust system must immediately be removed from service, and not returned to service until the cause for the emission of such sparks and flames has been eliminated.

11.10 When the temperature of any part of any truck is found to be in excess of its normal operating temperature, thus creating a hazardous condition, the vehicle must be removed from service and not returned to service until the cause for such overheating has been eliminated.

11.11 Industrial trucks must be kept in a clean condition, free of lint, excess oil, and grease. Noncombustible agents should be used for cleaning trucks. Low flash point (below 100 °F.) solvents must not be used. High flash point (at or above 100 °F.) solvents may be used. Precautions regarding toxicity, ventilation, and fire hazard must be consonant with the agent or solvent used.

Platinum Control Technologies

General Waste Management	Reference: 29 CFR 1926.252, Client Requirement	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 24

1 General Waste Management Program

1.1 The program covers scrap materials, project wastes, trash and proper handling, organization, and storage of waste and scrap materials to minimize potential impact to the environment.

1.2 The proper method to dispose of wastes.

1.3 Segregation of wastes and opportunities for recycling.

1.4 Platinum Control Technologies has developed the following policy on General Waste Management to ensure the safety of our employees, protect the environment and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting.

2.2 PPE: Safety Vest, Hard Hats, Work Boots

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 All affected company employees will be trained on the proper handling, storage, and disposal of wastes, between non-hazardous waste training and hazardous waste training.

5 Project Waste

5.1 The company to estimate the waste products such as production wastes, trash, scraps, solid wastes, and non-hazardous wastes that the company will generate so as to adequately prepare for the amount of waste removal containers and so logistics for removal can be properly assessed.

5.2 Prior to work being performed it is a requirement of Platinum Control Technologies that the generated waste is estimated so that the proper number of containers are available.

5.3 The proper handling, organization, and storage of waste and scrap materials to minimize potential impact to the environment is important to Platinum Control Technologies.

5.4 Waste materials must be properly stored and handled to minimize the potential for a spill or impact to the environment.

5.5 During outdoor activities, receptacles must be covered to prevent dispersion of waste materials and to control the potential for run-off.

5.6 Platinum Control Technologies shall inform affected company employees of site-specific waste management procedures prior to their initial assignment and upon any changes in the site-specific waste management plan.

6 Disposal of Waste

6.1 Employees of Platinum Control Technologies will be instructed on the proper disposal method for wastes per job. The general instruction covers disposal of non-hazardous wastes, trash, or scrap materials.

6.1.1 If wastes generated are classified as hazardous, employees must be trained to ensure proper disposal.

6.2 During the course of construction, alteration, or repairs, form and scrap lumber with protruding nails, and all other debris, must be kept cleared from work areas, passageways, and stairs, in and around buildings or other structures.

6.3 Combustible scrap and debris must be removed at regular intervals during the course of construction. Safe means must be provided to facilitate such removal.

6.4 Containers must be provided for the collection and separation of waste, trash, oily and used rags, and other refuse. Containers used for garbage and other oily, flammable, or hazardous wastes, such as caustics, acids, harmful dusts, etc. must be equipped with covers. Garbage and other waste must be disposed of at frequent and regular intervals.

6.5 When debris is dropped through holes in the floor without the use of chutes, the area onto which the material is dropped shall be completely enclosed with barricades not less than 42 inches high and not less than 6 feet back from the projected edge of the opening above. Signs warning of the hazard of falling materials shall be posted at each level. Removal shall not be permitted in this lower area until debris handling ceases above.

6.6 All scrap lumber, waste material, and rubbish shall be removed from the immediate work area as the work progresses.

6.7 Disposal of waste material or debris by burning shall comply with local fire regulations.

6.8 All solvent waste, oily rags, and flammable liquids shall be kept in fire resistant covered containers until removed from worksite.

7 Recycling

7.1 It is encouraged by Platinum Control Technologies that waste materials be properly segregated for re-use or recycling.

Platinum Control Technologies

Hand & Power Tools	Reference: 29 CFR 1926.300, 302, 1910.242, 244, 1915	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 25

1 Hand and Power Tools Program

1.1 Hand and power tools are a common part of our everyday lives and are present in nearly every industry. These tools help us to easily perform tasks that otherwise would be difficult or impossible.

1.2 However, these simple tools can be hazardous and have the potential for causing severe injuries when used or maintained improperly.

1.3 Special attention toward hand and power tool safety is necessary in order to reduce or eliminate these hazards.

1.4 Platinum Control Technologies has developed the following policy on Hand and Power Tools to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, tool specific training.

2.2 PPE: Safety Vests, Safety glasses, Gloves, Hard hats, Work boots.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of Hand and Power Tools.

5 Tools and Equipment

5.1 It is the policy of Platinum Control Technologies that all tools and equipment must be maintained and kept in safe condition.

5.1.1 Whether furnished by Platinum Control Technologies or the employee.

5.2 When power operated tools are designed to accommodate guards, they must be equipped with such guards when in use.

5.3 Belts, gears, shafts, pulleys, sprockets, spindles, drums, fly wheels, chains, or other reciprocating, rotating or moving parts of equipment must be guarded if such parts are exposed to contact by employees or otherwise create a hazard.

5.4 Employees must not manipulate guards in a manner that will compromise the integrity or the protection for which the guard is intended.

5. Tools and Equipment Continued

5.5 Guarding must meet the requirements as set forth in ANSI, B15.1-1953 (R1958), Safety Code for Mechanical Power-Transmission Apparatus.

5.6 Electric power operated tools must either be of the approved double-insulated type or grounded.

5.7 The use of electric cords for hoisting or lowering tools is not permitted.

5.8 Pneumatic power tools must be secured to the hose or whip by some positive means to prevent the tool from becoming accidentally disconnected.

5.9 Safety clips or retainers must be securely installed and maintained on pneumatic impact (percussion) tools to prevent attachments from being accidentally expelled.

5.10 All pneumatically driven nailers, staplers, and other similar equipment provided with automatic fastener feed, which operate at more than 100 p.s.i. pressure at the tool must have a safety device on the muzzle to prevent the tool from ejecting fasteners, unless the muzzle is in contact with the work surface.

5.11 Compressed air must not be used for cleaning purposes except where reduced to less than 30 p.s.i. and then only with effective chip guarding and personal protective equipment. The 30 p.s.i. requirement does not apply for concrete form, mill scale and similar cleaning purposes.

5.12 The manufacturer's safe operating pressure for hoses, pipes, valves, filters, and other fittings must not be exceeded,

5.13 The use of hoses for hoisting or lowering tools must not be permitted.

5.14 All hoses exceeding 1/2-inch inside diameter must have a safety device at the source of supply or branch line to reduce pressure in case of hose failure.

5.15 Airless spray guns of the type which atomize paints and fluids at high pressures (1,000 pounds or more per square inch) must be equipped with automatic or visible manual safety devices which will prevent pulling of the trigger to prevent release of the paint or fluid until the safety device is manually released.

5.16 In lieu of the above, a diffuser nut which will prevent high pressure, high velocity release, while the nozzle tip is removed, plus a nozzle tip guard which will prevent the tip from coming into contact with the operator, or other equivalent protection, must be provided.

5. Tools and Equipment Continued

5.17 "Abrasive blast cleaning nozzles." The blast cleaning nozzles must be equipped with an operating valve which must be held open manually. A support must be provided on which the nozzle may be mounted when it is not in use.

5.18 All fuel powered tools must be stopped while being refueled, serviced, or maintained, and fuel must be transported, handled, and stored.

5.19 Do not use fuel powered tools in enclosed spaces.

5.20 "Hydraulic power tools" The fluid used in hydraulic powered tools must be fire-resistant fluids approved under Schedule 30 of the U.S. Bureau of Mines, Department of the Interior, and must retain its operating characteristics at the most extreme temperatures to which it will be exposed.

5.21 The manufacturer's safe operating pressures for hoses, valves, pipes, filters, and other fittings must not be exceeded.

5.22 "Powder-actuated tools" Only employees who have been trained in the operation of the particular tool in use are allowed to operate a powder-actuated tool.

5.23 The tool must be tested each day before loading to see that safety devices are in proper working condition. The method of testing must be in accordance with the manufacturer's recommended procedure.

5.24 Any tool found not in proper working order, or that develops a defect during use, must be immediately removed from service and not used until properly repaired.

5.25 Tools must not be loaded until just prior to the intended firing time. Neither loaded nor empty tools are to be pointed at any employees. Hands must be kept clear of the open barrel end.

5.26 Loaded tools must not be left unattended.

5.27 Fasteners must not be driven into very hard or brittle materials including, but not limited to, cast iron, glazed tile, surface-hardened steel, glass block, live rock, face brick, or hollow tile.

5.28 Driving into materials easily penetrated will be avoided unless such materials are backed by a substance that will prevent the pin or fastener from passing completely through and creating a flying missile hazard on the other side.

5.29 No fastener will be driven into a spalled area caused by an unsatisfactory fastening.

5.30 Tools must not be used in an explosive or flammable atmosphere.

5.31 All tools must be used with the correct shield, guard, or attachment recommended by the manufacturer.

5.32 Powder-actuated tools used by employees must meet all other applicable requirements of American National Standards Institute, A10.3-1970, Safety Requirements for Explosive-Actuated Fastening Tools.

6 Defective Tools

6.1 It is a requirement of Platinum Control Technologies that defective tools be removed from service until deemed safe to return to work.

6.2 The use of any machinery, tool, material, or equipment which is not in compliance with any applicable requirement of this part is prohibited.

6.3 If such tool cannot be removed it must be tagged or locked to make the tool inoperable.

7 Personal Protective Equipment

7.1 Platinum Control Technologies will provide the necessary PPE to protect employees from the risk and hazards associated with tools and equipment. Example hazards from hand and power tools are:

7.1.1 Falling,

7.1.2 Flying,

7.1.3 Abrasive,

7.1.4 Splashing Objects,

7.1.5 Harmful Dust,

7.1.6 Fumes,

7.1.7 Mists Vapors, Or Gases.

7.2 Examples of PPE are:

7.2.1 Hard hats,

7.2.2 Safety glasses,

7.2.3 Work boots,

7.2.4 Ear plugs,

7.2.5 Safety vests,

7.2.6 Work gloves, etc.

Platinum Control Technologies

Hazard Communication	Reference: 29 CFR 1910.1200	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 26

1 Hazard Communication Program

1.1 The Hazard Communication Standard (HCS) is now aligned with the Globally Harmonized System of Classification and Labeling of Chemicals (GHS).

1.2 Platinum Control Technologies shall develop, implement, and maintain at each workplace a written hazard communication program that describes how the requirements for labels and other forms of warning, safety data sheets, and employee information and training will be met.

1.3 This update to the Hazard Communication Standard (HCS) provides a common and coherent approach to classifying chemicals and communicating hazard information on labels and safety data sheets.

1.4 Under this program employees are informed of the contents of the OSHA Hazard Communications Standard, the hazardous properties of chemicals with which they work, safe handling procedures and measures to take to protect themselves from these chemicals.

1.5 These chemicals may be physical or health related.

1.6 This written hazard communication plan is available for review by all employees by request through Alex Garay.

1.7 Platinum Control Technologies has developed the following policy on Hazard Communication to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, SDS, Hazardous chemicals list.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the risk of hazardous chemical exposure.

4.1.1 Training will be done prior to employees starting their job, (Safety meeting)

4.1.2 Before being exposed to a new hazardous chemical. (Safety meeting)

4. Training Continued

4.2 The training will cover the following topics:

4.2.1 An overview of the requirements in OSHA's Hazard Communication Standard.

4.2.2 Hazardous chemicals present in their workplace.

4.2.3 Any operations in their work area where hazardous chemicals are used.

4.2.4 The location of the written hazard communication plan and where it may be reviewed.

4.2.5 How to understand and use the information on labels and in Safety Data Sheets.

4.2.6 Physical and health hazards of the chemicals in their work areas.

4.2.7 Methods used to detect the presence or release of hazardous chemicals in the work area.

4.2.8 Steps we have taken to prevent or reduce exposure to these chemicals.

4.2.9 How employees can protect themselves from exposure to these hazardous chemicals through use of engineering controls/work practices and personal protective equipment.

4.2.10 An explanation of any special labeling present in the workplace.

4.2.10.1 What are pictograms?

4.2.10.2 What are the signal words?

4.2.10.3 What are the hazard statements?

4.2.10.4 What are the precautionary statements?

4.2.11 Emergency procedures to follow if an employee is exposed to these chemicals.

4.3 Alex Garay is responsible to ensure that employees receive this training.

4.3.1 After attending the training, employees will sign a form verifying that they understand the above topics and how the topics are related to our hazard communication plan.

4.3.2 Prior to introducing a new chemical hazard into any department, each employee in that department will be given information and training as outlined above for the new chemical hazard.

5 Hazardous Chemicals

5.1 A list is attached to this plan that identifies all hazardous chemicals with a potential for employee exposure at this workplace.

5.2 Detailed information about the physical, health, and other hazards of each chemical is included in a Safety Data Sheet (SDS); the product identifier for each chemical on the list matches and can be easily cross-referenced with the product identifier on its label and on its Safety Data Sheet.

5.3 **Hazardous Chemicals List**

6 Containers of Hazardous Chemicals

6.1 Platinum Control Technologies's labelling system will follow the requirements in the 2012 revision of the OSHA Hazard Communication Standard to be consistent with the United Nations Globally Harmonized System (GHS) of Classification of Labeling of Chemicals.

6.2 The label on the chemical is intended to convey information about the hazards posed by the chemical through standardized label elements, including symbols, signal words and hazard statements. All hazardous chemical containers used at this workplace will have:

6.2.1 The original manufacturer's label that includes a product identifier, an appropriate signal word, hazard statement(s), pictogram(s), precautionary statement(s) and the name, address, and telephone number of the chemical manufacturer, importer, or other responsible party.

6.2.2 A label with the appropriate label elements just described.

6.2.3 Workplace labeling that includes the product identifier and words, pictures, symbols, or combination that provides at least general information regarding the hazards of the chemicals.

6. Containers of Hazardous Chemicals Continued

6.3 Platinum Control Technologies or their designee will ensure that all containers are appropriately labeled.

6.3.1 No container will be released for use until this information is verified.

6.3.2 Workplace labels must be legible and in English.

6.3.3 Information in other languages is available through request from Alex Garay or their designee.

6.4 Small quantities intended for immediate use may be placed in a container without a label, provided that the individual keeps it in their possession at all times and the product is used up during the work shift or properly disposed of at the end of the work day.

6.4.1 However, the container should be marked with its contents.

7 Safety Data Sheets

7.1 The manufacturer or importer of a chemical is required by OSHA to develop a Safety Data Sheet (SDS) that contains specific, detailed information about the chemical's hazard using a specified format.

7.2 The distributor or supplier of the chemical is required to provide this SDS to the purchaser.

7.3 SDS's are readily available to all employees during their work shifts.

7.4 Employees can review SDS for all hazardous chemicals used at this workplace in the main office of by request through Alex Garay or their designee.

7.5 The SDS's are updated and managed by Alex Garay or their designee.

7.6 If a SDS is not immediately available for a hazardous chemical, employees can obtain the required information by calling Alex Garay at 817-529-6485.

7.7 Where employees must travel between workplaces during a workshift, i.e., their work is carried out at more than one geographical location, the safety data sheets may be kept at the primary workplace facility.

8 Special Tasks (Non-Routine Tasks)

8.1 Before employees perform special (non-routine) tasks that may expose them to hazardous chemicals, their supervisors will inform them about the chemicals' hazards.

8.2 Their supervisors also will inform them about how to control exposure and what to do in an emergency.

8.3 Platinum Control Technologies will evaluate the hazards of these tasks and provide appropriate controls including Personal Protective Equipment all additional training as required.

8.4 Examples of special tasks that may expose employees to hazardous chemicals include the following:

9 Informing Contractors/Employers about our Hazardous Chemicals

9.1 If employees of other employer(s) may be exposed to hazardous chemicals at our workplace (for example, employees of a construction contractor working on-site).

9.2 It is the responsibility of Alex Garay to provide contractors and their employees with the following information:

9.2.1 The identity of the chemicals, how to review our Safety Data Sheets, and an explanation of the container labeling system.

9.2.2 Safe work practices to prevent exposure. (name of person or job title) will also obtain a Safety Data Sheet for any hazardous chemical a contractor brings into the workplace.

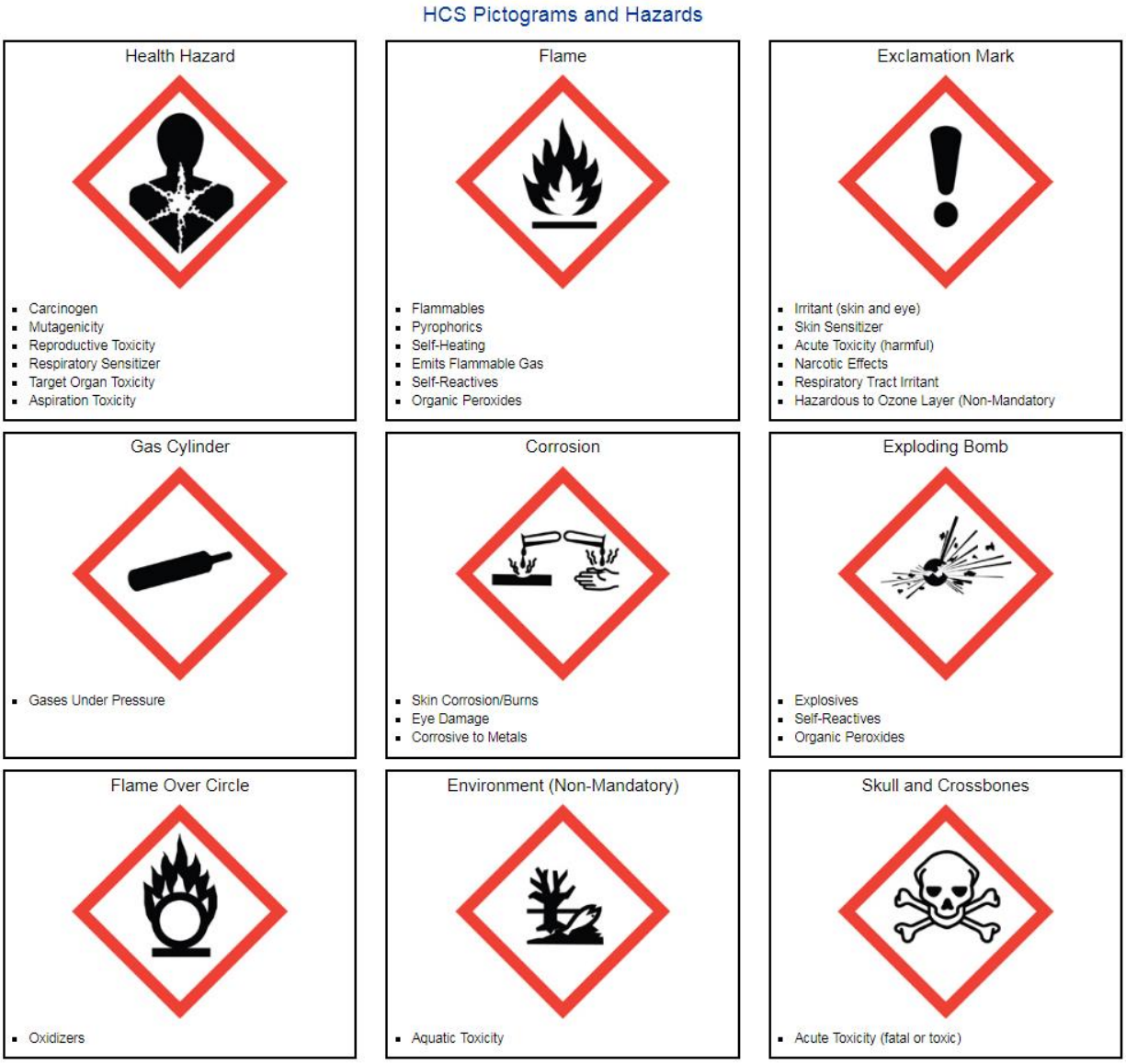
9.3 Platinum Control Technologies will make the written hazard communication program available, upon request, to employees, their designated representatives, the Assistant Secretary and the Director.

9.4 Where employees must travel between workplaces during a work shift, i.e., their work is carried out at more than one geographical location, the SDS's may be kept at the primary workplace facility.

Platinum Control Technologies

Hazard Communication	Reference: 29 CFR 1910.1200
Safety Director	Alex Garay
Phone Number	817-529-6485
Revision Date	8/21/2023

HCS Pictograms & Hazards



CHAPTER 27

1 Hazardous Waste Operations & Emergency Response / RCRA

1.1 An unexpected release of hazardous substances, or a substantial threat of a hazardous substance release, can pose a significant health and safety risk to workers. Unexpected releases can be caused by operation failures and unrelated outside events (e.g., natural disasters, terrorism).

1.2 Workers can encounter hazardous substances through waste dumped in the environment, a serious safety and health issue that continues to endanger life and environmental quality.

1.3 Platinum Control Technologies has developed the following policy on Hazardous Waste Operations and Emergency Response to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, work boots, work gloves, safety goggles, hard hats, ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 All affected company employees, including those in a supervisory or management position, that are exposed to hazardous substances, health hazards, or safety hazards must receive appropriate training prior to those affected company employees being allowed to participate in hazardous material operations that could potentially expose them to the aforementioned hazards.

4.2 It's required that those affected company employees that work on-site with exposure to substances deemed to be hazardous must be trained before being allowed to perform job tasks in hazardous waste operations.

4.3 New employees

4.3.1 Training will be provided for new employees exposed to health hazards or hazardous substances at Platinum Control Technologies to enable the employees to perform their assigned duties and functions in a safe and healthful manner so as not to endanger themselves or other employees.

4.3.2 The initial training will be for 24 hours and refresher training will be for 8 hours annually.

4.3.3 Employees who have received the initial training required by this paragraph will be given a written certificate attesting that they have successfully completed the necessary training.

4.4 **Current employees**

4.4.1 When Platinum Control Technologies can show by an employee's previous work experience and/or training that the employee has had training equivalent to the initial training required, the training will be considered as meeting the initial training requirements as to that employee.

4.4.2 Equipment operators, general laborers, supervisors and management, etc., will be trained prior to being allowed to participate in or supervise field activities.

4.4.3 The training will cover the use of personal protective equipment.

4.4.4 Also cover work practices which minimize hazardous risks and safe use of engineering controls and equipment.

4.4.5 Equivalent training includes the training that existing employees might have already received from actual site work experience.

4.4.6 Current employees will receive 8 hours of refresher training annually.

4.5 **Trainers**

4.5.1 Trainers who teach initial training will have satisfactorily completed a training course for teaching the subjects they are expected to teach, or they will have the academic credentials and instruction experience necessary to demonstrate a good command of the subject matter of the courses and competent instructional skills.

4.6 Training for emergency response employees will be completed before they are called upon to perform in real emergencies.

4.7 Training will include these elements:

4.7.1 Emergency response plan,

4.7.2 Standard operating procedures Platinum Control Technologies has established for the job,

4.7.3 The personal protective equipment to be worn and

4.7.4 Procedures for handling emergency incidents.

4.8 Platinum Control Technologies certifies that each covered employee has attended and successfully completed the required training.

5 Emergency Response Plan

5.1 An emergency response plan will be developed and implemented per job to handle anticipated emergencies prior to the commencement of emergency response operations.

5.2 The plan will be in writing and available for inspection and copying by employees, their representatives and OSHA personnel.

5.3 Note: Employers who will evacuate their employees from the danger area when an emergency occurs, and who do not permit any of their employees to assist in handling the emergency, are exempt from the requirements of this paragraph if they provide an emergency action plan in accordance with 29 CFR 1910.38.

5.4 The emergency response plan for emergencies will address the following areas:

5.4.1 Pre-emergency planning and coordination with outside parties.

5.4.2 Personnel roles, lines of authority, training, and communication.

5.4.3 Emergency recognition and prevention.

5.4.4 Safe distances and places of refuge.

5.4.5 Site security and control.

5.4.6 Evacuation routes and procedures.

5.4.7 Decontamination.

5.4.8 Emergency medical treatment and first aid.

5.4.9 Emergency alerting and response procedures.

5.4.10 Critique of response and follow-up.

5.4.11 PPE and emergency equipment.

6 Engineering Controls

6.1 Work practices, PPE, and engineering controls such the use of pressurized cabs or control booths on equipment, and/or the use of remotely operated material handling equipment will be used to reduce and maintain exposure limits.

6.2 Engineering controls that could be considered feasible include the use of pressurized cabs, control booths, ventilation, and the use of remotely operated material handling equipment.

6.3 Safe work practice controls which may be feasible include limiting the number of company employees that can be affected from potential exposure, staging affected company employees upwind of potential chemical hazards, and specific training.

7 Procedures for Handling Emergency Response

7.1 The senior emergency response official responding to an emergency will become the individual in charge of a site-specific Incident Command System (ICS).

7.2 All emergency responders and their communications will be coordinated and controlled through the individual in charge of the ICS assisted by the senior official present.

7.3 The "senior official" at an emergency response is the most senior official on the site who has the responsibility for controlling the operations at the site.

7.4 Initially it is the senior officer on the first-due piece of responding emergency apparatus to arrive on the incident scene. As more senior officers arrive (i.e. , battalion chief, fire chief, state law enforcement official, site coordinator, etc.) the position is passed up the line of authority which has been previously established.

7.5 The individual in charge of the ICS will identify, to the extent possible, all hazardous substances or conditions present and will address as appropriate:

7.5.1 Site analysis,

7.5.2 Use of engineering controls,

7.5.3 Maximum exposure limits,

7.5.4 Hazardous substance handling procedures and

7.5.5 Use of any new technologies.

7.6 Based on the hazardous substances and/or conditions present, the individual in charge of the ICS will implement appropriate emergency operations, and assure that the personal protective equipment worn is appropriate for the hazards to be encountered.

7.6.1 Personal protective equipment must meet, at a minimum, the criteria contained in 29 CFR 1910.156(e) when worn while performing fire fighting operations beyond the incipient stage for any incident.

7.7 Employees engaged in emergency response and exposed to hazardous substances presenting an inhalation hazard or potential inhalation hazard must wear positive pressure self-contained breathing apparatus while engaged in emergency response, until such time that the individual in charge of the ICS determines through the use of air monitoring that a decreased level of respiratory protection will not result in hazardous exposures to employees.

7.8 The individual in charge of the ICS will limit the number of emergency response personnel:

7.8.1 At the emergency site,

7.8.2 In those areas of potential or actual exposure to incident or site hazards and

7.8.3 To those who are actively performing emergency operations.

7.9 Operations in hazardous areas must be performed using the buddy system in groups of two or more.

7.10 Back-up personnel must be standing by with equipment ready to provide assistance or rescue.

7.11 Qualified basic life support personnel, as a minimum, will also be standing by with medical equipment and transportation capability.

7.12 The individual in charge of the ICS will designate a safety officer, who is knowledgeable in the operations being implemented at the emergency response site, with specific responsibility to identify and evaluate hazards and to provide direction with respect to the safety of operations for the emergency at hand.

7.13 When activities are judged by the safety officer to be an IDLH and/or to involve an imminent danger condition, the safety officer will have the authority to alter, suspend, or terminate those activities.

7.14 The safety official must immediately inform the individual in charge of the ICS of any actions needed to be taken to correct these hazards at the emergency scene.

7.15 After emergency operations have terminated, the individual in charge of the ICS will implement appropriate decontamination procedures.

7.16 When deemed necessary for meeting the tasks at hand, approved self-contained compressed air breathing apparatus may be used with approved cylinders from other approved self-contained compressed air breathing apparatus provided that such cylinders are of the same capacity and pressure rating.

7.16.1 All compressed air cylinders used with self-contained breathing apparatus shall meet U.S. Department of Transportation and National Institute for Occupational Safety and Health criteria.

8 Skilled Support Personnel

8.1 Personnel, not necessarily Platinum Control Technologies's own employees, who are skilled in the operation of certain equipment, such as mechanized earth moving or digging equipment or crane and hoisting equipment, and who are needed temporarily to perform immediate emergency support work that cannot reasonably be performed in a timely fashion by Platinum Control Technologies's own employees, and who will be or may be exposed to the hazards at an emergency response scene, are not required to meet the training required in this policy for regular employees.

8.2 These personnel will be given an initial briefing at the site prior to their participation in any emergency response.

8.3 The initial briefing will include instruction in the wearing of appropriate personal protective equipment, what chemical hazards are involved, and what duties are to be performed.

8.4 All other appropriate safety and health precautions provided to Platinum Control Technologies's own employees will be used to assure the safety and health of these personnel.

9 Specialist Employees

9.1 Employees who, in the course of their regular job duties, work with and are trained in the hazards of specific hazardous substances, and who will be called upon to provide technical advice or assistance at a hazardous substance release incident to the individual in charge, will receive training or demonstrate competency in the area of their specialization annually.

9.2 Training will be based on the duties and function to be performed by each responder of an emergency response organization.

9.3 The skill and knowledge levels required for all new responders, those hired after the effective date of this standard, shall be conveyed to them through training before they are permitted to take part in actual emergency operations on an incident. Employees who participate, or are expected to participate, in emergency response, shall be given training in accordance with the following:

9.3.1 First responder awareness level.

9.3.1.1 First responders at the awareness level are individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release.

9.3.1.2 They would take no further action beyond notifying the authorities of the release.

9.3.1.3 First responders at the awareness level shall have sufficient training or have had sufficient experience to objectively demonstrate competency in the following areas:

9.3.1.3.1 An understanding of what hazardous substances are, and the risks associated with them in an incident.

9.3.1.3.2 An understanding of the potential outcomes associated with an emergency created when hazardous substances are present.

9.3.1.3.3 The ability to recognize the presence of hazardous substances in an emergency.

9.3.1.3.4 The ability to identify the hazardous substances, if possible.

9.3.1.3.5 An understanding of the role of the first responder awareness individual in the employer's emergency response plan including site security and control and the U.S. Department of Transportation's Emergency Response Guidebook.

9.3.1.3.6 The ability to realize the need for additional resources, and to make appropriate notifications to the communication center.

9.3.2 First responder operations level.

9.3.2.1 First responders at the operations level are individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release.

9.3.2.2 They are trained to respond in a defensive fashion without actually trying to stop the release.

9.3.2.3 Their function is to contain the release from a safe distance, keep it from spreading, and prevent exposures.

9.3.2.4 Platinum Control Technologies certifies that first responders at the operational level will have received at least 8 hours of training or have had sufficient experience to objectively demonstrate competency in the following areas in addition to those listed for the awareness level:

9.3.2.4.1 Knowledge of the basic hazard and risk assessment techniques.

9.3.2.4.2 Know how to select and use proper personal protective equipment provided to the first responder operational level.

9.3.2.4.3 An understanding of basic hazardous materials terms.

9.3.2.4.4 Know how to perform basic control, containment and/or confinement operations within the capabilities of the resources and personal protective equipment available with their unit.

9.3.2.4.5 Know how to implement basic decontamination procedures.

9.3.2.4.6 An understanding of the relevant standard operating procedures and termination procedures.

9.3.3 Hazardous materials technician.

9.3.3.1 Hazardous materials technicians are individuals who respond to releases or potential releases for the purpose of stopping the release.

9.3.3.2 They assume a more aggressive role than a first responder at the operations level in that they will approach the point of release in order to plug, patch or otherwise stop the release of a hazardous substance.

9.3.3.3 Platinum Control Technologies certifies that hazardous materials technicians will have received at least 24 hours of training equal to the first responder operations level and in addition have competency in the following areas:

9.3.3.3.1 Know how to implement the employer's emergency response plan.

9.3.3.3.2 Know the classification, identification and verification of known and unknown materials by using field survey instruments and equipment.

9.3.3.3.3 Be able to function within an assigned role in the Incident Command System.

9.3.3.3.4 Know how to select and use proper specialized chemical personal protective equipment provided to the hazardous materials technician.

9.3.3.3.5 Understand hazard and risk assessment techniques.

9.3.3.3.6 Be able to perform advance control, containment, and/or confinement operations within the capabilities of the resources and personal protective equipment available with the unit.

9.3.3.3.7 Understand and implement decontamination procedures.

9.3.3.3.8 Understand termination procedures.

9.3.3.3.9 Understand basic chemical and toxicological terminology and behavior.

9.3.4 Hazardous materials specialist.

9.3.4.1 Hazardous materials specialists are individuals who respond with and provide support to hazardous materials technicians.

9.3.4.2 Their duties parallel those of the hazardous materials technician, however, those duties require a more directed or specific knowledge of the various substances they may be called upon to contain.

9.3.4.3 The hazardous materials specialist would also act as the site liaison with Federal, state, local and other government authorities in regards to site activities.

9.3.4.4 Platinum Control Technologies certifies that hazardous materials specialists will have received at least 24 hours of training equal to the technician level and in addition have competency in the following areas:

9.3.4.4.1 Know how to implement the local emergency response plan.

9.3.4.4.2 Understand classification, identification and verification of known and unknown materials by using advanced survey instruments and equipment.

9.3.4.4.3 Know the state emergency response plan.

9.3.4.4.4 Be able to select and use proper specialized chemical personal protective equipment provided to the hazardous materials specialist.

9.3.4.4.5 Understand in-depth hazard and risk techniques.

9.3.4.4.6 Be able to perform specialized control, containment, and/or confinement operations within the capabilities of the resources and personal protective equipment available.

9.3.4.4.7 Be able to determine and implement decontamination procedures.

9.3.4.4.8 Have the ability to develop a site safety and control plan.

9.3.4.4.9 Understand chemical, radiological and toxicological terminology and behavior.

9.3.5 On scene incident commander.

9.3.5.1 Platinum Control Technologies certifies that incident commanders, who will assume control of the incident scene beyond the first responder awareness level, will receive at least 24 hours of training equal to the first responder operations level and in addition have competency in the following:

9.3.5.1.1 Know and be able to implement the employer's incident command system.

9.3.5.1.2 Know how to implement the employer's emergency response plan.

9.3.5.1.3 Know and understand the hazards and risks associated with employees working in chemical protective clothing.

9.3.5.1.4 Know how to implement the local emergency response plan.

9.3.5.1.5 Know of the state emergency response plan and of the Federal Regional Response Team.

9.3.5.1.6 Know and understand the importance of decontamination procedures.

9.3.6 Trainers

9.3.6.1 Trainers who teach any of the above training subjects must have satisfactorily completed a training course for teaching the subjects they are expected to teach, such as the courses offered by the U.S. National Fire Academy, or they must have the training and/or academic credentials and instructional experience necessary to demonstrate competent instructional skills and a good command of the subject matter of the courses they are to teach.

10 Refresher Training

10.1 Those employees who are trained in accordance with this policy will receive annual refresher training of sufficient content and duration to maintain their competencies, or will demonstrate competency in those areas at least yearly.

10.2 A statement will be made of the training or competency, and if a statement of competency is made, a record of the methodology used to demonstrate competency must be kept.

11 Medical Surveillance & Consultation

11.1 All employees who are or may be exposed to hazardous substances or health hazards at or above the established permissible exposure limit, above the published exposure levels for these substances, without regard to the use of respirators, for 30 days or more a year must be provided medical surveillance.

11.2 Members of an organized and designated HAZMAT team and hazardous materials specialist will receive a baseline physical examination and be provided with medical surveillance.

11.3 Any emergency response employees who exhibit signs or symptoms which may have resulted from exposure to hazardous substances during the course of an emergency incident either immediately or subsequently, will be provided with medical consultation.

12 Chemical protective Clothing

12.1 Chemical protective clothing and equipment to be used by organized and designated HAZMAT team members, or to be used by hazardous materials specialists, must meet the requirements for chemical protective clothing and equipment.

13 Post-Emergency Response Operations

13.1 Upon completion of the emergency response, if it is determined that it is necessary to remove hazardous substances, health hazards and materials contaminated with them (such as contaminated soil or other elements of the natural environment) from the site of the incident, the clean-up shall comply with this policy.

14 Air Monitoring

14.1 Air monitoring will be used to identify and quantify airborne levels of hazardous substances.

14.2 The monitoring will address initial entry, periodic monitoring, possible IDLH conditions and wherever exposure may be a possibility.

15 Decontamination

15.1 A decontamination procedure will be developed, communicated to employees and implemented before any employees or equipment may enter areas on site where the potential for exposure to hazardous substances exists.

15.2 All employees leaving a contaminated area must be appropriately decontaminated.

15.2.1 All contaminated clothing and equipment leaving a contaminated area shall be appropriately disposed of or decontaminated.

15.3 Decontamination procedures will be monitored by the site safety and health supervisor to determine their effectiveness.

15.3.1 When such procedures are found to be ineffective, appropriate steps will be taken to correct any deficiencies.

15.4 Decontamination will be performed in geographical areas that will minimize the exposure of uncontaminated employees or equipment to contaminated employees or equipment.

15.5 PPE and equipment must be decontaminated, cleaned, laundered, maintained or replaced as needed to maintain their effectiveness.

15.5.1 Employees whose non-impermeable clothing becomes wetted with hazardous substances must immediately remove the clothing.

15.5.2 Unauthorized employees must not remove protective clothing or equipment from change rooms.

15.6 Where the decontamination procedure indicates a need for regular showers and change rooms outside of a contaminated area, they will be provided and meet the requirements of 29 CFR 1910.141.

16 Monitoring

16.1 It's required by Platinum Control Technologies that proper monitoring must be conducted when there is a possibility of company employee exposures to hazardous concentrations of hazardous substances.

16.2 The purpose of the monitoring program is to ensure the appropriate controls to protect workers, such as engineering, safe work practices, and personal protective equipment (PPE) to confirm that affected company employees are not exposed to levels of hazardous substances which exceed the permissible exposure limit (PEL), or in the case of exposure levels where there is no stated PEL, the published exposure levels for those hazardous substances.

16.3 Published exposure levels shall come from institutions such as the National Institute for Occupational Safety and Health (NIOSH) or the American Conference of Governmental Industrial Hygienists (ACGIH) or similar organizations.

16.4 The program requires to perform monitoring when first entering an area with potentially hazardous materials and to monitor periodically during the work process to ascertain if changes are occurring in the area where hazardous material work is being performed.

Platinum Control Technologies

Hazardous Waste Operations	Reference: 29 CFR 1910.120, CCR 5192	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

Platinum Control Technologies

Heat Illness Prevention	Reference: T8 CCR Section 3395	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 28

1 Heat Illness Prevention Program

1.1 Outdoor workers who are exposed to hot and humid conditions are at risk of heat-related illness. The risk of heat-related illness becomes greater as the weather gets hotter and more humid.

1.1.1 This situation is particularly serious when hot weather arrives suddenly early in the season, before workers have had a chance to adapt to warm weather.

1.2 For people working outdoors in hot weather, both air temperature and humidity affect how hot they feel. The **"heat index"** is a single value that takes both temperature and humidity into account.

1.2.1 The higher the heat index, the hotter the weather feels, since sweat does not readily evaporate and cool the skin. The heat index is a better measure than air temperature alone for estimating the risk to workers from environmental heat sources.

1.3 Outdoor workers include any workers who spend a substantial portion of the shift outdoors. Examples include construction workers, agricultural workers, baggage handlers, electrical power transmission and control workers, and landscaping and yard maintenance workers. These workers are at risk of heat-related illness when the heat index is high.

1.4 Additional risk factors are listed below. These must be taken into consideration even when the heat index is lower.

1.5 Work in direct sunlight - adds up to 15 degrees to the heat index.

1.6 Perform prolonged or strenuous work.

1.7 Wear heavy protective clothing or impermeable suits.

1.8 Physical work factors must be considered when designing work procedures in hot thermal stressor environments.

1.9 Platinum Control Technologies has developed the following policy on Heat Illness Prevention to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, long sleeves, shade & water breaks.

3 Competent Person

3.1 Alex Garay is the competent person responsible for monitoring conditions and implementing the employer's heat plan throughout the workday.

4 Training

4.1 Training will be provided for employees in Heat Illness Prevention.

4.2 Training is broken out into supervisor and employees (see supervisor and employee training).

5 Responsibility

5.1 The following is a list of designated individuals who have the authority and responsibility for implementing the provisions of this program at this worksite.

Name	Title	Phone #
Alex Garay	Safety Director	817-529-6485

6 Water Provisions

6.1 Drinking water containers (of five to 10 gallons each) will be brought to the site, so that at least two quarts per employee are available at the start of the shift.

6.1.1 All workers whether working individually or in smaller crews, will have access to drinking water.

6.1.2 Paper cone rims or bags of disposable cups and the necessary cup dispensers will be made available to workers and will be kept clean until used.

6.2 As part of the Effective Replenishment Procedures, the water level of all containers will be checked periodically (at least every hour), and more frequently when the temperature rises.

6.2.1 Water containers will be refilled with cool water, when the water level within a container drops below 50 percent.

6.2.2 Additional water containers (e.g. five gallon bottles) will be carried, to replace water as needed.

6.3 Water will be fresh, pure, and suitably cool and provided to employees free of charge.

6.3.1 Supervisors will visually examine the water and pour some on their skin to insure that the water is suitably cool.

6.3.2 During hot weather, the water must be cooler than the ambient temperature but not so cool as to cause discomfort.

6.4 Water containers will be located as close as practicable to the areas where employees are working (given the working conditions and layout of the worksite), to encourage the frequent drinking of water.

6.4.1 If field terrain prevents the water from being placed as close as possible to the workers, bottled water or personal water containers will be made available, so that workers can have drinking water readily accessible.

6.4.2 Since water containers are smaller than shade structures, they can be placed closer to employees than shade structures. Placing water only in designated shade areas or where toilet facilities are located is not sufficient.

6.4.3 When employees are working across large areas, water will be placed in multiple locations. For example, on a multi-story construction site, water should be placed in a safely accessible location on every floor where employees are working.

6.4.4 All water containers will be kept in sanitary condition. Water from non-approved or non-tested water sources (e.g., untested wells) is not acceptable.

6.4.5 If hoses or connections are used, they must be governmentally approved for potable drinking water systems, as shown on the manufactures label.

6.5 Daily, workers will be reminded of the location of the water coolers and of the importance of drinking water frequently.

6.5.1 When the temperature exceeds or is expected to exceed 80 degrees Fahrenheit, brief 'tailgate' meetings will be held each morning to review with employees the importance of drinking water, the number and schedule of water and rest breaks and the signs and symptoms of heat illness.

6.5.2 Audible devices (such as whistles or air horns) will be used to remind employees to drink water.

6.5.3 When the temperature equals or exceeds 95 degrees Fahrenheit or during a heat wave, pre-sift meetings before the commencement of work to encourage employees to drink plenty of water, and remind employees of their right to take a cool-down rest when necessary will be conducted.

6.5.4 Additionally, the number of water breaks will be increased.

6.5.5 Supervisors/foreman will lead by example and workers will be reminded throughout the work shift to drink water.

6.5.6 Individual water containers or bottled water provided to workers will be adequately identified to eliminate the possibility of drinking from a co-workers container or bottle.

7 Shade Access

7.1 Shade structures will be opened and placed as close as practical to the workers, when the temperature equals or exceeds 80 degrees Fahrenheit.

7.2 When the temperature is below 80 degrees Fahrenheit, access to shade will be provided promptly, when requested by an employee.

7.3 Note: The interior of a vehicle may not be used to provide shade unless the vehicle is air-conditioned and the air conditioner is on.

7.4 Enough shade structures will be available at the site, to accommodate all of the employees who are on such a break at any point in time.

7.5 During meal periods there will be enough shade for all of the employees who choose to remain in the general area of work or in areas designated for recovery and rest periods.

7.6 (Employers may rotate employees in and out of meal periods, as with recovery and rest periods.)

7.7 Daily, workers will be informed of the location of the shade structures and will be encouraged to take a five minute cool-down rest in the shade.

7.8 An employee who takes a preventative cool-down rest break will be monitored and asked if he/she is experiencing symptoms of heat illness and in no case will the employee be ordered back to work until signs or symptoms of heat illness have abated. (see also the section on Emergency Response for additional information)

7.9 Shade structures will be relocated to follow along with the crew and they will be placed as close as practical to the employees, so that access to shade is provided at all times.

7.10 All employees on a recovery, rest break or meal period will have full access to shade so they can sit in a normal posture without having to be in physical contact with each other.

7.11 In situations where trees or other vegetation are used to provide shade (such as in orchards), the thickness and shape of the shaded area will be evaluated, before assuming that sufficient shadow is being cast to protect employees.

7.12 In situations where it is not safe or feasible to provide access to shade (e.g., during high winds), a note will be made of these unsafe or unfeasible conditions, and of the steps that will be taken to provide shade upon request.

7.13 For non-agricultural, in situations where it is not safe or feasible to provide shade (mobile equipment and vehicle hazards, high winds), a note will be made of these unsafe or unfeasible conditions, and of the steps that will be taken to provide alternative cooling measures but with equivalent protection as shade.

8 Weather Monitoring

8.1 The supervisor will be trained and instructed to check in advance the extended weather forecast.

8.2 Weather forecasts can be checked with the aid of:

8.2.1 The internet (http://www.nws.noaa.gov/),

8.2.2 By calling the National Weather Service phone numbers or

8.2.3 By checking the Weather Channel TV Network.

8.3 The work schedule will be planned in advance, taking into consideration whether high temperatures or a heat wave is expected.

8.4 This type of advance planning must take place all summer long.

8.5 Prior to each workday, the forecasted temperature and humidity for the worksite will be reviewed and will be compared against the National Weather Service Heat Index to evaluate the risk level for heat illness.

8.6 Determination will be made of whether or not workers will be exposed at a temperature and humidity characterized as either “extreme caution” or “extreme danger” for heat illnesses.

8.7 It is important to note that the temperature at which these warnings occur must be lowered as much as 15 degrees if the workers under consideration are in direct sunlight.

8.8 Prior to each workday, the supervisor will monitor the weather (using http://www.nws.noaa.gov/ or with the aid of a simple thermometer) at the worksite.

8.9 This critical weather information will be taken into consideration, to determine, when it will be necessary to make modifications to the work schedule (such as stopping work early, rescheduling the job, working at night or during the cooler hours of the day, increasing the number of water and rest breaks).

8.10 A thermometer will be used at the jobsite to monitor for sudden increases in temperature, and to ensure that once the temperature exceeds 80 degrees Fahrenheit, shade structures will be opened and made available to the workers.

8.11 In addition, when the temperature equals or exceeds 95 degrees Fahrenheit, additional preventive measures such as the High Heat Procedures will be implemented.

9 Heat Waves

9.1 Heat wave means any day in which the predicted high temperature for the day will be at least 80 degrees Fahrenheit and at least ten degrees Fahrenheit higher than the average high daily temperature in the preceding five days.

9.2 During a heat wave or heat spike, the work day will be cut short or rescheduled (example conducted at night or during cooler hours).

9.3 During a heat wave or heat spike, and before starting work, tailgate meetings will be held, to review the company heat illness prevention procedures, the weather forecast and emergency response.

9.4 In addition, if schedule modifications are not possible, workers will be provided with an increased number of water and rest breaks and will be observed closely for signs and symptoms of heat illness.

9.5 Each employee will be assigned a “buddy” to be on the lookout for signs and symptoms of heat illness and to ensure that emergency procedures are initiated when someone displays possible signs or symptoms of heat illness.

10 High Heat Procedures

10.1 High Heat Procedures are additional preventive measures that this company will use when the temperature equals or exceeds 95 degrees Fahrenheit.

10.2 Effective communication by voice, direct observation (applicable for work crews of 20 or fewer), mandatory buddy system, or electronic means will be maintained, so that employees at the worksite can contact a supervisor when necessary.

10.3 If the supervisor is unable to be near the workers (to observe them or communicate with them), then an electronic device, such as a cell phone or text messaging device, may be used for this purpose if reception in the area is reliable.

10.4 Frequent communication will be maintained with employees working by themselves or in smaller groups (keep tabs on them via phone or two-way radio), to be on the lookout for possible symptoms of heat illness.

10.5 The employee(s) will be contacted regularly and as frequently as possible throughout the day, since an employee in distress may not be able to summon help on his or her own.

10.6 Effective communication and direct observation for alertness and/or signs and symptoms of heat illness will be conducted frequently.

10.7 When the supervisor is not available, a designated alternate responsible person will be assigned, to look for signs and symptoms of heat illness.

10.8 If a supervisor, designated observer, or any employee reports any signs or symptoms of heat illness in any employee, the supervisor or designated person will take immediate action commensurate with the severity of the illness (see Emergency Response Procedures).

10.9 Employees will be reminded constantly throughout the work shift to drink plenty of water and take preventative cool-down rest break when needed.

11 Salt Replacement

11.1 Methods for salt replacement shall be provided during physical activities in hot climates where such activities could bring on heat related illnesses

11.2 It is a requirement of Platinum Control Technologies that during physical activities in hot climates where such activities could bring on heat related illnesses, employees must:

11.3 Drink cool sports drinks containing salt and sugar.

11.4 If unable to take fluids, go to an emergency room right away. IV (intravenous) fluids may be needed.

12 Acclimatization Procedures

12.1 An acclimatization period must be given to new employees performing work in heat related thermal stress environments

12.2 Acclimatization is the temporary and gradual physiological change in the body that occurs when the environmentally induced heat load to which the body is accustomed is significantly and suddenly exceeded by sudden environmental changes.

12.3 In more common terms, the body needs time to adapt when temperatures rise suddenly, and an employee risks heat illness by not taking it easy when a heat wave strikes or when starting a new job that exposes the employee to heat to which the employee's body hasn't yet adjusted.

12.4 Inadequate acclimatization can be significantly more perilous in conditions of high heat and physical stress.

12.5 The weather will be monitored daily. The supervisor will be on the lookout for sudden heat wave(s), or increases in temperatures to which employees haven't been exposed to for several weeks or longer.

12.6 During a heat wave or heat spike, the work day will be cut short (example 12 p.m.), will be rescheduled (example conducted at night or during cooler hours) or if at all possible cease for the day.

12.7 New employees, or those employees who have been newly assigned to a high heat area will be closely observed by the supervisor or designee for the first 14 days. The intensity of the work will be lessened during a two-week break-in period (such as scheduling slower paced, less physically demanding work during the hot parts of the day and the heaviest work activities during the cooler parts of the day (early morning or evening). Steps taken to lessen the intensity of the workload for new employees will be documented.

12.8 The supervisor, or the designee will be extra-vigilant with new employees and stay alert to the presence of heat related symptoms.

12.9 New employees will be assigned a "buddy" or experienced coworker to watch each other closely for discomfort or symptoms of heat illness.

12.10 During a heat wave, all employees will be observed closely (or maintain frequent communication via phone or radio), to be on the lookout for possible symptoms of heat illness.

12.11 Employees and supervisors will be trained on the importance of acclimatization, how it is developed and how these company procedures address it.

13 Emergency Response

13.1 Prior to assigning a crew to a particular worksite, workers and the foreman will be provided a map of the site, along with clear and precise directions (such as streets or road names, distinguishing features and distances to major roads), to avoid a delay of emergency medical services.

13.2 Prior to assigning a crew to a particular worksite, efforts will be made to ensure that a qualified and appropriately trained and equipped person is available at the site to render first aid if necessary.

13.3 Prior to the start of the shift, a determination will be made of whether or not a language barrier is present at the site and steps will be taken (such as assigning the responsibility to call emergency medical services to the foreman or an English speaking worker) to ensure that emergency medical services can be immediately called in the event of an emergency.

13.4 All foremen and supervisors will carry cell phones or other means of communication, to ensure that emergency medical services can be called. Checks will be made to ensure that these electronic devices are functional prior to each shift.

13.5 When an employee is showing symptoms of possible heat illness, steps will be taken immediately to keep the stricken employee cool and comfortable once emergency service responders have been called (to reduce the progression to more serious illness). Under no circumstances will the affected employee be left unattended.

13.6 At remote locations such as rural farms, lots or undeveloped areas, the supervisor will designate an employee or employees to physically go to the nearest road or highway where emergency responders can see them. If daylight is diminished, the designated employee(s) shall be given reflective vest or flashlights in order to direct emergency personnel to the location of the worksite, which may not be visible form the road or highway.

13.7 During a heat wave or hot temperatures, workers will be reminded and encouraged to immediately report to their supervisor any signs or symptoms they are experiencing.

13.8 Employees and supervisors training will include every detail of these written emergency procedures.

14 Sick Employee Procedures

14.1 When an employee displays possible signs or symptoms of heat illness, a trained first aid worker or supervisor will check the sick employee and determine whether resting in the shade and drinking cool water will suffice or if emergency service providers will need to be called. A sick worker will not be left alone in the shade, as he or she can take a turn for the worse!

14.2 When an employee displays possible signs or symptoms of heat illness and no trained first aid worker or supervisor is available at the site, emergency service providers will be called.

14.3 Emergency service providers will be called immediately if an employee displays signs or symptoms of heat illness (decreased level of consciousness, staggering, vomiting, disorientation, irrational behavior, incoherent speech, convulsions, red and hot face), does not look OK or does not get better after drinking cool water and resting in the shade. While the ambulance is in route, first aid will be initiated (cool the worker: place the worker in the shade, remove excess layers of clothing, place ice pack in the armpits and groin area and fan the victim). Do not let a sick worker leave the site, as they can get lost or die before reaching a hospital!

14.4 If an employee does not look OK and displays signs or symptoms of severe heat illness (decreased level of consciousness, staggering, vomiting, disorientation, irrational behavior, incoherent speech, convulsions, red and hot face), and the worksite is located more than 20 minutes away from a hospital, call emergency service providers, communicate the signs and symptoms of the victim and request Air Ambulance

15 Employee & Supervisory Training

15.1 Records of the training will be documented showing the date of training, who performed the training, who attended training and subject(s) covered.

15.2 Supervisors will be trained prior to being assigned to supervise other workers. Training will include this company's written procedures and the steps supervisors will follow when employees' exhibit symptoms consistent with heat illness.

15.3 Supervisors will be trained on their responsibility to provide water, shade, cool-down rests, and access to first aid as well as the employees' right to exercise their rights under this standard without retaliation.

15.4 Supervisors will be trained in appropriate first aid and/or emergency responses to different types of heat illness, and in addition, that heat illness may progress quickly from mild symptoms and signs to serious and life threatening illness.

15.5 Supervisors will be trained on how to track the weather at the job site (by monitoring predicted temperature highs and periodically using a thermometer). Supervisors will be instructed on, how weather information will be used to modify work schedules, to increase number of water and rest breaks or cease work early if necessary.

15.6 Supervisors must ensure personal factors that contribute to heat related illness are taken into consideration before assigning a task where there is the possibility of a heat-related illness occurring. The most common personal factors that can contribute to heat related illness are age, weight/fitness, drug/alcohol use, prior heat-related illness, etc.

15.7 All employees and supervisors will be trained prior to working outside. Training will include all aspects of implementing an effective Heat Illness Prevention Plan including but not limited to; providing sufficient water, providing access to shade, high-heat procedures, emergency response procedures and acclimatization contained in the company's written prevention procedures.

15.8 Employees will be trained on the steps that will be followed for contacting emergency medical services, including how they are to proceed when there are non-English speaking workers, how clear and precise directions to the site will be provided and the importance of making visual contact with emergency responders at the nearest road or landmark to direct them to their worksite.

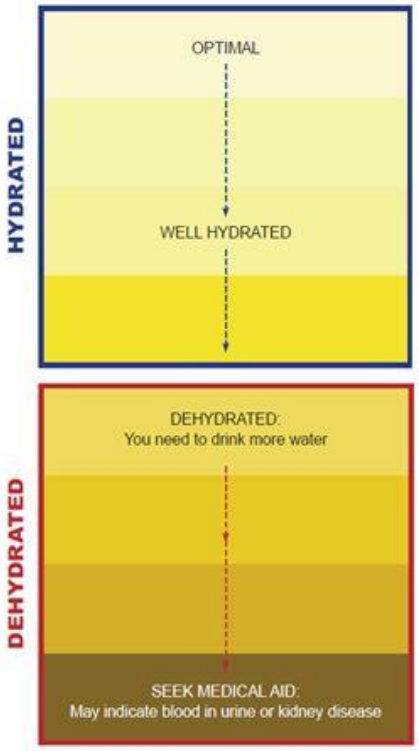
15.9 When the temperature is expected to exceed 80 degrees Fahrenheit, short 'tailgate' meetings will be held to review the weather report, to reinforce heat illness prevention with all workers, to provide reminders to drink water frequently, to inform them that shade can be made available upon request and to remind them to be on the lookout for signs and symptoms of heat illness.

15.10 New employees will be assigned a "buddy" or experienced coworker to ensure that they understand the training and follow company procedures.

16 Hydration Chart & Heat Index

Checking the color of your urine can determine whether you are well hydrated or not, use the Hydration Chart below to determine this.

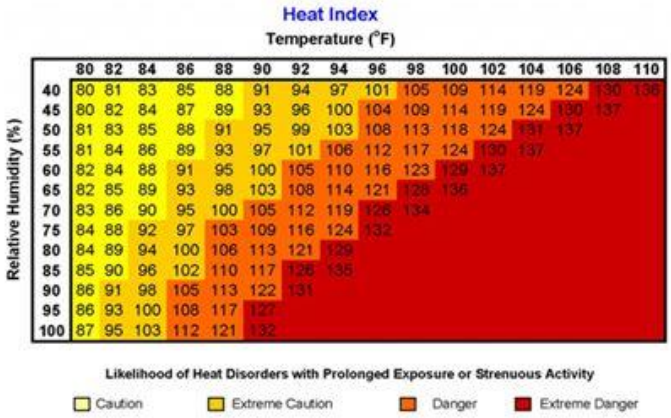
Hydration Chart



Water Consumption Table

Heat Category	WBGT Index, °F	Easy Work *Water Intake (Quart/Hour)*	Moderate Work *Water Intake (Quart/Hour)*	Hard Work *Water Intake (Quart/Hour)*
1	78° - 81.9°	½	¾	¾
2	82° - 84.9°	½	¾	1
3	85° - 87.9°	¾	¾	1
4	88° - 89.9°	¾	¾	1
5	> 90°	1	1	1

Heat Index



Platinum Control Technologies

Housekeeping	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 29

1 Housekeeping Program

1.1 The purpose of this document is to provide information on prevention of slips, trips, and falls.

1.2 This document applies to all Platinum Control Technologies employees.

1.3 Many workers are injured annually due to falls on walking and working surfaces. These injuries account for a significant percentage of lost-time injuries. Not only are slips, trips, and falls an economical loss, but they also account for a lot of pain and suffering and sometimes even death. It is important to understand how slips, trips, and falls happen, how to identify hazards, and how to eliminate or minimize these hazards.

2 Slips

2.1 Slips happen because of a lack of friction or traction between the footwear we are wearing and the walking surface. Some common causes of slips are:

2.1.1.1 Spills

2.1.1.2 Hazards created from weather (e.g., puddles, ice)

2.1.1.3 Surfaces that are wet or oily

2.1.1.4 Loose rugs or mats

3 Trips

3.1 Trips occur when your foot strikes or hits an object which causes you to lose your balance. Common causes of tripping are:

3.1.1.1 Clutter on the floor (e.g., power cords, boxes)

3.1.1.2 Poor lighting

3.1.1.3 Uneven walking surfaces (e.g., carpeting, steps, thresholds)

3.1.1.4 Sudden change in slip resistance properties of walking surfaces (e.g., wet floor or stepping from tiled to thick pile carpeted floors)

4 Falls

4.1 Falls can occur from a height or on surfaces that are on the same level. A fall can be the result of a slip or a trip where your center of gravity is shifted causing you to lose your balance. Preventive measures should be taken to avoid slips and trips.

5 Preventing Slips, Trips, and Falls

5.1 When there is an unexpected change in the contact between your feet and the ground or walking surface, the result is usually a slip or trip.

5.2 This demonstrates the importance of training and educating employees about the hazards, selecting suitable walking surfaces, having proper housekeeping standards, and wearing proper footwear to prevent falls. Here are a few different methods of controlling hazards leading to slips, trips, and falls.

6 Training and Education

6.1 It is very important that all employees be trained on recognizing hazards related to slips, trips, and falls in their workplace. Many employees are not aware that they can contribute to the risks of a slip, trip, and fall hazard through typical work tasks. A couple of examples of an employee creating hazards through work habits are:

6.1.1 Leaving a mess behind after completing a task by not following workplace housekeeping standards after receiving training to do so.

6.1.2 Putting boxes in walkways, on the stairs, or in high traffic areas where there are designated storage spaces and racks.

6.2 Workplace policies and employee behavior have significant impact on the incidence of slips, trips, and falls. Time pressures for completing tasks can cause behaviors such as rushing, not paying attention, and being unaware of hazards due to a lack of training can mistakenly be seen as carelessness. Workplaces should identify potentially dangerous hazards and behaviors and control or eliminate them through education and communication.

6.3 Employees need to know how to properly identify, report, or eliminate any hazards that can be encountered in their work; this may require specific standards and training. For example:

6.3.1 Good housekeeping standards should be set with provided supervision, information, and training.

6.3.2 Employees should be trained on spill cleanup and proper disposal of spilled materials such as chemicals, oils, inks, coolants, grease, etc.

6.3.3 Employees should be trained on how to prevent falls on icy, wet, and unstable conditions (loose gravel or sand).

7 Walking Surfaces

7.1 The quality of walking surfaces is critical in preventing slip and trips. Flooring should be regularly maintained and in in a dry condition to eliminate tripping hazards, such as bunched carpet, chipped tile or hardwood, missing tiles, etc.

7.2 Replacing floors, installing mats, or resurfacing floors can help to improve safety and reduce the risk of falling. However, it is important to remember that improving the quality of the flooring also requires good housekeeping practices to be effective.

7.3 Weather is also a significant factor in relation to slips, trips, and fall hazards. Rain, snow, ice, leaves, mud, etc., can all become hazards. Parking lots, walkways, stairs, and other high traffic areas should be monitored frequently for any of the identified hazards and control measures should be put in place to remove / eliminate these hazards.

7.4 To facilitate cleaning, every floor, working place, and passageway shall be kept free from protruding nails, splinters, loose boards, and unnecessary holes and openings.

8 Lighting

8.1 Any lighting that is not working should be repaired immediately. Any identified dark areas should be well lit to avoid tripping over hazards or slipping due to a change in floor condition.

9 Housekeeping

9.1 Good housekeeping is very important when working to prevent falls due to slips and trips.

9.2 Without having good housekeeping practices, preventive measures (e.g., specialty footwear or floor surfaces) will not be fully effective. Good housekeeping includes:

9.2.1 Provide housekeeping standards training for employees and supervisors before starting work.

9.2.2 Clean up any spills immediately and investigate the cause to prevent reoccurrence.

9.2.3 Immediately correct any hazard that might cause a fall or report it to a supervisor.

9.2.4 Keep walkways and floors clear of boxes, extension cords, and litter.

9.2.5 Sweep debris from floors.

9.2.6 Move anything that is stored on or near stairways or report the hazard to a supervisor.

9.2.7 Mark any temporarily made wet areas with signs or limit pedestrian access.

9.2.8 Secure mats, rugs, and carpets to prevent slippage and overlaps.

9.2.9 Make sure to always close file cabinet or storage drawers.

9.2.10 Cover cables that cross over walkways.

9.2.11 Keep walkways and work areas well-lit for good visibility.

9.2.12 Washing facilities and break areas shall be maintained in a sanitary condition.

9.3 All sweepings, solid or liquid wastes, refuse, and garbage shall be removed in such a manner as to avoid creating a menace to health and as often as necessary or appropriate to maintain the place of employment in a sanitary condition.

9.4 Enclosed workplace shall be so constructed, equipped, and maintained, so far as reasonably practicable, as to prevent the entrance or harborage of rodents, insects, and other vermin. A continuing and effective extermination program shall be instituted where their presence is detected.

10 Footwear

10.1 When selecting proper footwear, it is important that it be appropriate safe footwear for the work environment (e.g., slip-resistant safety shoes or boots in an agricultural work environment, factory or warehouse). Footwear that fits properly, increases comfort and helps to prevent fatigue, which also improves safety for employees.

11 Working on the Same Level

11.1 Take your time and pay attention to where you are going.

11.2 Adjust your pace to suit the walking surface (e.g., wet, rough, icy, sloped or cluttered).

11.3 Make wide turns at corners.

11.4 Use a flashlight if you enter a dark room where there is no light.

11.5 When carrying a load, be sure that there is clear visibility over or around the load.

11.6 Close cabinet doors and drawers.

11.7 Hold handrail when going up or down stairs.

11.8 Floor openings should be guarded by a standard fixed railing surrounding the hole.

11.9 Walk when using stairways – do not run.

11.10 Open, exposed stairways should have a railing – be sure to use it.

11.11 Closed stairways should have at least one handrail.

11.12 Keep stairways uncluttered.

11.13 Keep platforms or steps on machinery clean and dry

11.14 Use handholds, handrails, and steps provided on riding machinery (e.g., lift trucks, tractors) when mounting or dismounting, using the 3-point system (both hands and one foot or one hand and two feet on the machine at all times).

12 Potable Water

12.1 Potable water shall be provided in all places of employment, for drinking, washing of the person, cooking, washing of foods, washing of cooking or eating utensils, washing of food preparation or processing premises, and personal service rooms.

12.2 Portable drinking water dispensers shall be designed, constructed, and serviced so that sanitary conditions are maintained, shall be capable of being closed, and shall be equipped with a tap.

12.3 No employee shall be allowed to consume food or beverages in a toilet room nor in any area exposed to a toxic material.

13 Pictograms

13.1 Below are pictograms that can be used when setting workplace standards and providing training to help warn against specific hazards related to slips, trips, and falls or when using stairs. For each hazard warning pictogram there is a corresponding one that demonstrates control information for that hazard.

Platinum Control Technologies

Housekeeping	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

14 Housekeeping Checklist

Meets standard ✔ Does not meet standard ✕ Comments

Aisles: **clean, clear, well-marked**		
Exits & Entrances: **clean, clear, well-marked** **free of ice, snow, water**		
Hand and portable tools: **properly stored when in use/ not in use**		
Fire Fighting equipment: **clearly marked & accessible**		
Floors: **clean, clear, in good condition, well drained**		
Ladders: **in good condition, free of oil / grease** **secure when in use / not in use**		
Lighting: **clean, adequate**		
Machines: **clean, clear, in good condition**		
Roadways, Parking Area: **IN GOOD REPAIR, WELL MARKED, CLEAR OF ICE & SNOW**		
Signs and Tags: **adequate, appropriate, clean**		
Stacking and Storage: **area clean and clear, aisles clear, stacks stable, well labeled**		

8 Housekeeping Checklist Continued

Stairs: **NON-SLIP TREAD , CLEAN, CLEAR, IN GOOD CONDITION**		
Ventilation System: **well maintained, clean ,clear**		
Waste Disposal / Recycling: emptied frequently, adequate number of containers, **separate & approved containers for oily rags**		

14.1 Inspection completed by: _____Date : _____

Platinum Control Technologies

Housekeeping	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

Platinum Control Technologies

Hydrogen Sulfide	Reference: 29 CFR 1926.55, 1910.1000	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 30

1 Hydrogen Sulfide Program

1.1 Hydrogen sulfide (also known as H2S, sewer gas, swamp gas, stink damp, and sour damp) is a colorless gas known for its pungent "rotten egg" odor at low concentrations. It is extremely flammable, highly toxic and creates toxic by products when burned

1.2 Hydrogen sulfide is used or produced in a number of industries such as:

1.2.1 Oil and gas refining,

1.2.2 Mining,

1.2.3 Tanning,

1.2.4 Pulp and paper processing,

1.2.5 Rayon manufacturing.

1.3 Hydrogen sulfide also occurs naturally in sewers, manure pits, well water, oil and gas wells, and volcanoes. Because it is heavier than air, hydrogen sulfide can collect in low-lying and enclosed spaces, such as manholes, sewers, and underground telephone vaults. Its presence makes work in confined spaces potentially very dangerous.

1.4 The health effects of hydrogen sulfide depend on how much H_2S a worker breathes and for how long. However, many effects are seen even at low concentrations. Effects range from mild, headaches or eye irritation, to very serious, unconsciousness and death.

1.5 Platinum Control Technologies has developed the following policy on Hydrogen Sulfide to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, H_2S monitors, respirators.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the risk of H_2S exposure initially and annually refresher thereafter.

4.2 Employees will be trained in the classroom instructor led a minimum of 3.5 hours prior to working in H2S environments.

4.3 Training programs should adhere to the ANSI/ASSE Z390.1-2017 Accepted Practices for Hydrogen Sulfide (H2S) Training Programs.

4.4 Employees who have the potential to be exposed to hydrogen sulfide (H2S) above the permissible exposure limit (PEL) shall be trained in the operation and maintenance of the portable and personal gas detection equipment they are expected to use.

5 Hazardous Properties of H_2S

5.1 Hydrogen sulfide is heavier than air and may travel along the ground. It collects in low-lying and enclosed, poorly-ventilated areas such as basements, manholes, sewer lines, underground telephone vaults and manure pits.

5.2 For work within confined spaces, use appropriate procedures for identifying hazards, monitoring and entering confined spaces.

5.3 The primary route of exposure is inhalation and the gas is rapidly absorbed by the lungs. Absorption through the skin is minimal. People can smell the "rotten egg" odor of hydrogen sulfide at low concentrations in air. However, with continuous low-level exposure, or at high concentrations, a person loses his/her ability to smell the gas even though it is still present. This can happen very rapidly and at high concentrations, the ability to smell the gas can be lost instantaneously. Therefore, DO NOT rely on your sense of smell to indicate the continuing presence of hydrogen sulfide or to warn of hazardous concentrations.

5.4 In addition, hydrogen sulfide is a highly flammable gas and gas/air mixtures can be explosive. It may travel to sources of ignition and flash back. If ignited, the gas burns to produce toxic vapors and gases, such as sulfur dioxide.

5.5 Contact with liquid hydrogen sulfide causes frostbite. If clothing becomes wet with the liquid, avoid ignition sources, remove the clothing and isolate it in a safe area to allow the liquid to evaporate.

6 Health Effects of H_2S Exposure

6.1 Hydrogen sulfide is both an irritant and a chemical asphyxiant with effects on both oxygen utilization and the central nervous system. Its health effects can vary depending on the level and duration of exposure. Repeated exposure can result in health effects occurring at levels that were previously tolerated without any effect.

6.2 Low concentrations irritate the eyes, nose, throat and respiratory system (e.g., burning/ tearing of eyes, cough, shortness of breath). Asthmatics may experience breathing difficulties. The effects can be delayed for several hours, or sometimes several days, when working in low-level concentrations. Repeated or prolonged exposures may cause eye inflammation, headache, fatigue, irritability, insomnia, digestive disturbances and weight loss.

6.3 Moderate concentrations can cause more severe eye and respiratory irritation (including coughing, difficulty breathing, accumulation of fluid in the lungs), headache, dizziness, nausea, vomiting, staggering and excitability.

6.4 High concentrations can cause shock, convulsions, inability to breathe, extremely rapid unconsciousness, coma and death. Effects can occur within a few breaths, and possibly a single breath.

7 Protection Against H_2S Exposure

7.1 Before entering areas where hydrogen sulfide may be present:

7.1.1 Air must be tested for the presence and concentration of hydrogen sulfide by a qualified person using air monitoring equipment, such as hydrogen sulfide detector tubes or a multi-gas meter that detects the gas.

7.1.1.1 Testing should also determine if fire/ explosion precautions are necessary.

7.1.2 If the gas is present, the space/area must be ventilated continually to remove the gas.

7.1.3 If the gas cannot be removed, the person entering the space/area must use appropriate respiratory protection and any other necessary personal protective equipment, rescue and communication equipment.

7.2 Employees who have the potential to be exposed to hydrogen sulfide (H2S) above the permissible exposure limit (PEL) shall be trained on the required elements of OSHA's Respiratory Protection standard, 29 CFR 1910.134, to include medical evaluations, fit testing, and selected respirator training.

7.2.1.1 OSHA's Confined Spaces standard contains specific requirements for identifying, monitoring and entering confined spaces.

8 Entering Dangerous H_2S Atmospheres

8.1 A level of H2S gas at or above 100 ppm is Immediately Dangerous to Life and Health (IDLH).

8.2 Entry into IDLH atmospheres can only be made using:

8.2.1 A full facepiece pressure demand self-contained breathing apparatus (SCBA) with a minimum service life of thirty minutes or

8.2.2 A combination full facepiece pressure demand supplied-air respirator with an auxiliary self-contained air supply.

8.3 If H2S levels are below 100 ppm, an air-purifying respirator may be used, assuming the filter cartridge/canister is appropriate for hydrogen sulfide. A full facepiece respirator will prevent eye irritation.

8.4 If air concentrations are elevated, eye irritation may become a serious issue. If a half-mask respirator is used, tight fitting goggles must also be used.

8.5 Workers in areas containing hydrogen sulfide will be monitored for signs of overexposure.

9 H_2S Monitors

9.1 It is the policy of Platinum Control Technologies that H2S monitors be used to detect H2S levels.

b) For concentrations exceeding 10ppm supplied air respirators of a self-contained breathing apparatus must be used.

9.2 Personal or area monitors will alarm when the permissible exposure limit (PEL) exceeds the preset level of:

9.2.1 10 PPM.

9.2.2 Alarms will sound on personal and area monitors if the exposure limit exceeds 10 parts per million (ppm).

9.3 In the instance of an alarm sound, employees are to evacuate the area, don SCBA's or airline respirators.

9.4 Notify or contact necessary personnel, and do not return to work area until clearance is given for re-entry.

9.5 Employees with the potential to be exposed to hydrogen sulfide (H2S) above the stated permissible exposure limit (PEL) must be trained in H2S awareness.

9.6 The occupational exposure limit (OEL) or the permissible exposure limit (PEL) that limits employee exposure to H2S, as stated as an eight-hour time weighted average (TWA).

9.7 The OSHA PEL for Construction is 10 parts per million (ppm) as an eight-hour TWA and the OEL followed by ANSI, API, and NIOSH is 10 ppm as an eight-hour TWA.

9.8 OSHA General industry standards do not offer a PEL for industry, instead an accepted ceiling concentration (ACC) of 20 ppm is used.

10 Site Specific Contingency/Emergency Plans

10.1 When there are site specific contingency/emergency plans, employees will be trained of those plans prior to starting work.

11 Confined Spaces

11.1 Employees of Platinum Control Technologies will be trained in and must follow the Confined Spaces policy when working in tanks or vessels.

12 High Gas Hazard Areas

12.1 It is the policy of Platinum Control Technologies that employees must use portable gas detectors as required in all high gas hazard areas.

13 Calibration

13.1 It is a requirement of Platinum Control Technologies that gas monitors must be calibrated per the manufacturer's recommendations.

13.2 Employees who have the potential to be exposed to hydrogen sulfide (H2S) above the permissible exposure limit (PEL) shall be trained on how to accurately calibrate the portable and personal gas detection equipment they are expected to use.

13.3 Gas monitors must also contain a current calibration sticker on the monitor providing the date of calibration.

14 Bump Tests

14.1 It is the policy of Platinum Control Technologies that bump tests are required to be completed at the beginning of each day the monitor is in use, per the requesting client and manufacturer's guidelines, to ensure the monitor is functioning correctly.

14.2 Employees who have the potential to be exposed to hydrogen sulfide (H2S) above the permissible exposure limit (PEL) shall be trained on how to bump test the portable and personal gas detection equipment they are expected to use.

14.3 If a monitor fails a bump test a full calibration is required.

14.4 Personal alarm monitors must be set to alarm initially at 10ppm H2S, and each contractor should wear an H2S personal alarm monitor when working in all potential H2S areas.

Platinum Control Technologies

Hydrogen Sulfide	Reference: 29 CFR 1926.55, 1910.1000
Safety Director	Alex Garay
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CHAPTER 31

1 Incident Investigation & Reporting Program

1.1 OSHA strongly encourages employers to investigate all incidents in which a worker was hurt, as well as close calls (sometimes called "near misses"), in which a worker might have been hurt if the circumstances had been slightly different.

1.2 In the past, the term "accident" was often used when referring to an unplanned, unwanted event. To many, "accident" suggests an event that was random, and could not have been prevented. Since nearly all worksite fatalities, injuries, and illnesses are preventable, OSHA suggests using the term "incident" investigation.

1.3 Platinum Control Technologies has developed the following policy on Incident Investigation to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting.

2.2 PPE: Safety vest, Hard hats, Work boots, Safety glasses.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Employees of Platinum Control Technologies will be trained in their respective roles and responsibilities for incident response and incident investigation.

4.2 Training will be conducted prior to initial assignment and annually thereafter.

4.3 The training will cover:

4.3.1 Incident investigation awareness,

4.3.2 First responder, and

4.3.3 Investigation techniques.

4.4 Members of the investigation team must be trained, qualified, and competent. Members of the investigation team must understand their roles and responsibilities for incident response and be familiar with the techniques used in incident investigations.

5 Incidents

5.1 It is the policy of Platinum Control Technologies that all incidents will be investigated using a root cause analysis.

5.2 The written investigation report must include immediate corrective actions to be taken as well as long term actions that are required to prevent the recurrence of the incident.

5.3 The written report must include at a minimum, the description of the incident, evidence collected, an explanation as to the cause of the incident, and corresponding corrective actions.

5.4 Lessons learned must be reviewed and communicated to affected company employees in order to prevent reoccurrence of the incident or those similar.

5.5 Investigations will be conducted to reflect the seriousness of the incident.

5.6 Required incidents must be reported to OSHA within 8 hours of their discovery.

5.7 Incidents must also be reported to the client as soon as possible, or in a timely manner (within 24 hours of incident).

5.8 Before investigating, all emergency response needs must be completed and the incident site must be safe and secure for entry and investigation.

5.9 Preserve the scene to prevent material evidence from being removed or altered investigators can use cones, tape, and/or guards.

6 Who Should Conduct and Participate in the Incident Investigation?

6.1 Management,

6.2 Members of the safety committee (both labor and management members),

6.3 Union steward and or union representative.

7 When Should the Incident Investigation be Conducted?

7.1 As soon as possible, after the incident occurs or is reported.

7.2 Before the scene of the incident is disturbed or changed.

7.3 Before victim(s) and witnesses forget what happened.

8 Reporting of Injuries, Incidents and Near-Misses

8.1 All injuries, incidents and near-misses should be reported. An incident or near-miss cannot be investigated if it is not reported. The definition of a near-miss is an incident in which an injury could have occurred but did not.

8.2 There should be no discipline imposed on an employee who reports an incident or near-miss. Discipline or similar actions by the employer can discourage employees from reporting injuries, incidents or near-misses.

9 Elements of Incident Investigation

9.1 Elements of our incident investigation include: preparation, on-site investigation and development of a report, with recommendations for prevention.

9.2 **Preparation**

9.2.1 Provide training to investigators, including management, workers, safety committee members and union representatives.

9.2.2 Implement a process for notifying investigators when an incident occurs.

9.2.3 Create forms to be used for taking notes and documenting conditions.

9.2.4 Identify documents that need to be collected.

9.3 **On-site Investigation**

9.3.1 The purpose of on-site investigation is to document conditions and collect information, as well as to do a root-cause analysis to determine the cause(s).

9.3.2 It is important to take notes and document any and all information that might be important to the investigation. It is better to have too much information and not use it, than not have the correct information and not be able to get it after the fact.

9.3.3 Collecting evidence at the scene.

9.4 Writing equipment such as pens/paper, measurement equipment such as tape measures and rulers, cameras, small tools, audio recorder, PPE, marking devices such as flags, equipment manuals, etc. will be available for use.

9.4.1.1 Document conditions using:

9.4.1.1.1 Photographs,

9.4.1.1.2 Video tapes,

9.4.1.1.3 Written notes,

9.4.1.1.4 Taking measurements.

9.4.2 What to look at and what information to collect. (Not all of the following will apply and this is not an all-inclusive list. You may look at things not on this list.)

9.4.2.1 Equipment/machines involved.

9.4.2.2 Condition of equipment (e.g. sharp edges, broken pieces, duct tape holding machine together, leaks, frayed electric cords).

9.4.2.3 Tools used (e.g. hooks, scissors, knives).

9.4.2.4 Manufacturer and model number of machine(s) being operated at time of incident (if appropriate).

9.4.2.5 Manufacturer, year, and model number of forklift or other industrial truck, if incident involved such equipment.

9.4.2.6 Environmental conditions including air temperature, noise, and lighting. These may have contributed to incident.

9.4.2.7 In the area where the incident occurred, look for conditions such as steam, fog, or haze from chemicals which may have contributed to problems with visibility.

9.4.2.8 Safety conditions (e.g. slippery floors, uneven floors, cracked floors, ice on floors, clogged drains).

9.4.2.9 Physical obstacles (e.g. tripping hazards, blocked exits).

9.4.2.10 Were appropriate machine guards, floor guards, guards for moving augers or other types of guards in place?

9.4.3 Evidence such as people, positions of equipment, parts, and papers will be preserved, secured, and collected through notes, photographs, witness statements, flagging, and impoundment of documents and equipment.

10 Interviews

10.1 Who to interview?

10.1.1 Victim(s),

10.1.2 Co-workers,

10.1.3 Person who reported incident, near-miss or injury (This person may be different from the victim.),

10.1.4 Supervisor of area where incident occurred,

10.1.5 Witnesses,

10.1.6 Safety director,

10.1.7 Others who may have been involved (maintenance, sanitation, etc.),

10.1.8 Other workers who have done the job that was being done by the victim.

10.2 Where should interview (s) take place?

10.2.1 Conference room or other quiet, private room,

10.2.2 Not at the scene.

10.3 The purpose of interviews is to get the facts and find out what happened.

10.4 Follow up interviews may also be necessary.

10.5 **Getting the facts: Asking the questions: when, who, where, what, why?**

10.5.1 When: (Time questions)

10.5.1.1 What time did incident occur?

10.5.1.2 What day of the week did the incident occur?

10.5.1.3 How long had victim been working on the day of the incident before he or she was injured?

10.5.1.4 Was the individual working overtime?

10.5.1.5 What shift did the incident occur on?

10.5.1.6 When did shift start?

10.5.1.7 How long had the victim worked on his or her particular job (in days, weeks, months, years) before incident occurred?

10.5 Getting the facts: Asking the questions: when, who, where, what, why? Continued

10.5.2 Who:

10.5.2.1 Who was injured?

10.5.2.2 Who witnessed incident?

10.5.2.3 Who first responded after incident occurred?

10.5.2.4 Who supervised the victim?

10.5.2.5 Who has done the same job before?

10.5.2.6 Who trained the victim on the job?

10.5.2.7 Who installed equipment (if incident involved a piece of equipment)?

10.5.2.8 Who provided maintenance on the equipment?

10.5.2.9 Who inspected the equipment?

10.5.2.10 When the equipment was last inspected and or maintained?

10.5.2.11 Who told the victim to do the work he or she was involved in at time of incident?

10.5.3 Where:

10.5.3.1 Where did incident occur?

10.5.3.2 Where was the victim at the time of the incident?

10.5.3.3 Where were the witnesses?

10.5.3.4 Where was the supervisor?

10.5.4 What:

10.5.4.1 What happened?

10.5.4.2 What was the victim doing at the time of the incident?

10.5.4.3 What was the victim doing immediately prior to the incident?

10.5.4.4 If this was not the victim's regular job, what was his or her regular job?

10.5 Getting the facts: Asking the questions: when, who, where, what, why? Continued

10.5.5 Questions about conditions on the day of the incident

10.5.5.1 Was the victim working in crowded conditions? I.e., too close to another worker?

10.5.5.2 Was there anything different or abnormal on the day of the incident, with respect to working conditions or the work being done?

10.5.5.3 Was the job understaffed or under crewed on the day of the incident or at the time of the incident? i.e. if three people are needed to do the job safely, were all three people working and present?

10.5.5.4 If line speed was a factor, was the line moving at normal speed, or was there speed up on the day of the incident?

10.5.5.5 Was there more work to do than normal on the day of the incident (thus putting pressure on the worker(s) to work faster or to bypass safety devices)?

10.5.5.6 Were workers asked to work overtime on the day of the incident?

10.5.6 Regarding Personal Protective Equipment (PPE):

10.5.6.1 Was PPE required for the job on which the incident occurred?

10.5.6.2 If PPE was required, exactly what kind of PPE was required?

10.5.6.3 In the course of the investigation, does it appear that the PPE was inappropriate for this particular job?

10.5.6.4 Was the victim wearing the required/appropriate PPE?

10.5.6.5 Were there any problems with the PPE on the day of the incident? i.e. was the PPE defective, ill-fitting, had holes, etc.?

10.5.6.6 Could the PPE in any way have been a contributing factor to the occurrence of the incident / injury?

11 Development of a Report

11.1 Based upon the information collected in the investigation, the root cause(s) of the incident will be determined, and recommendations for prevention will address the root cause(s).

11.2 Recommendations should address:

11.2.1 Issues related to the specific incident,

11.2.2 Issues related to similar situations, conditions, equipment,

11.2.3 Management system deficiencies,

11.2.4 Effective Controls and Prevention Actions,

11.2.5 Evaluation of controls and Prevention Actions.

11.3 When the report is completed, copies of the report should be made available to all of the participants of the incident investigation. Copies of the report should also be made upon request.

11.4 Lessons learned will be reviewed and communicated to prevent reoccurrence or similar events.

12 Severe Injuries & Fatalities

12.1 It a requirement of Platinum Control Technologies that within eight (8) hours after the death of any employee as a result of a work-related incident, Platinum Control Technologies will report the fatality to the Occupational Safety and Health Administration (OSHA), U.S. Department of Labor.

12.2 Within twenty-four (24) hours after the in-patient hospitalization of one or more employees or an employee's amputation or an employee's loss of an eye, as a result of a work-related incident, Platinum Control Technologies will report the in-patient hospitalization, amputation, or loss of an eye to OSHA.

12.3 Severe injuries and/or fatalities will be reported by using one of the following methods:

12.3.1 By telephone or in person to the OSHA Area Office that is nearest to the site of the incident,

12.3.2 By telephone to the OSHA toll-free central telephone number, 1-800-321-OSHA (1-800-321-6742), or

12.3.3 By electronic submission using the reporting application located on OSHA's public web site at www.osha.gov.

13 Incident Investigation Form

Incident details	
Name of person involved in the incident:	Date of incident:
Location of incident:	
Incident investigation team:	
What task was being performed at the time of the incident?	
What happened? (e.g. 'employee tripped over box' or 'forklift hit wall')	
What factors contributed to the incident?	

Environment:		**Equipment/materials:**	
☐ Noise	☐ Layout / design	☐ Wrong equipment for the job	☐ Equipment failure
☐ Lighting	☐ Dust / fume	☐ Inadequate maintenance	☐ Material / equipment too heavy / awkward
☐ Vibration	☐ Slip / trip hazard	☐ Inadequate guarding	☐ Inadequate training provided
☐ Damaged / unstable floor	☐ Other	☐ Other	

12 Incident Investigation Form Continued

Work systems:		**People:**	
☐ Hazard not identified	☐ No / inadequate risk assessment conducted	☐ Procedure not followed / no procedure exists	☐ Drugs / alcohol
☐ No / inadequate safe work procedure	☐ No / inadequate controls implemented	☐ Fatigue	☐ Time / production pressures
☐ Hazard not reported	☐ Inadequate training / supervision	☐ Change of routine	☐ Distraction / personal issues / stress
☐ Other		☐ Lack of communication	☐ Other

Corrective actions:

Contributing factor (from above list)	What are we going to do to fix the problem?	Who	When	Completion date

Issue fixed?

Name	Signature	Date
Person involved in incident:		
Manager:		

Platinum Control Technologies

Incident Investigation & Reporting	Reference: www.OSHA.gov
Safety Director	Alex Garay
Phone Number	817-529-6485
Revision Date	8/21/2023

Platinum Control Technologies

Injury / Illness Recordkeeping	Reference: 29 CFR 1904.41	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 32

1 Injury / Illness Recordkeeping Program

1.1 Platinum Control Technologies has developed the following policy on Injury/Illness Recordkeeping to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety Meeting, Log 300, 300A, 301.

3 Competent Person

3.1 Alex Garay or their designee is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees.

5 How does OSHA define a recordable injury or illness?

5.1.1 Any work-related fatality.

5.1.2 Any work-related injury or illness that results in loss of consciousness, days away from work, restricted work, or transfer to another job.

5.1.3 Any work-related injury or illness requiring medical treatment beyond first aid.

5.1.4 Any work-related diagnosed case of cancer, chronic irreversible diseases, fractured or cracked bones or teeth, and punctured eardrums.

5.1.5 There are also special recording criteria for work-related cases involving:

5.1.5.1 Needlesticks and sharps injuries,

5.1.5.2 Medical removal,

5.1.5.3 Hearing loss; and,

5.1.5.4 Tuberculosis.

6 How does OSHA define first aid?

6.1 Using a non-prescription medication at nonprescription strength (for medications available in both prescription and non-prescription form, a recommendation by a physician or other licensed health care professional to use a non-prescription medication at prescription strength is considered medical treatment for recordkeeping purposes).

6.2 Administering tetanus immunizations (other immunizations, such as Hepatitis B vaccine or rabies vaccine, are considered medical treatment); Cleaning, flushing or soaking wounds on the surface of the skin.

6.3 Using wound coverings such as bandages, Band-Aids™, gauze pads, etc.; or using butterfly bandages or Steri-Strips™ (other wound closing devices such as sutures, staples, etc., are considered medical treatment).

6.4 Using hot or cold therapy.

6.5 Using any non-rigid means of support, such as elastic bandages, wraps, non-rigid back belts, etc. (devices with rigid stays or other systems designed to immobilize parts of the body are considered medical treatment for recordkeeping purposes).

6.6 Using temporary immobilization devices while transporting an accident victim (e.g., splints, slings, neck collars, back boards, etc.). Drilling of a fingernail or toenail to relieve pressure, or draining fluid from a blister.

6.7 Using eye patches.

6.8 Removing foreign bodies from the eye using only irrigation or a cotton swab.

6.9 Removing splinters or foreign material from areas other than the eye by irrigation, tweezers, cotton swabs or other simple means.

6.10 Using finger guards.

6.11 Using massages (physical therapy or chiropractic treatment are considered medical treatment for recordkeeping purposes), or

6.12 Drinking fluids for relief of heat stress.

7 Records (OSHA 300/300A)

7.1 It is the policy of Platinum Control Technologies to keep written records of all work related:

7.1.1 Fatalities,

7.1.2 Injuries, and

7.1.3 Illnesses that:

7.1.3.1 Are work-related,

7.1.3.2 Are a new case, and

7.1.3.3 Meets one or more of the general recording criteria.

7.2 Each recordable injury or illness must be entered on an OSHA 300 Log and 301 Incident Report, or other equivalent form, within seven (7) calendar days of receiving information that a recordable injury or illness has occurred.

7.3 It is a requirement of Platinum Control Technologies that every recordable injury / illness is entered on the appropriate OSHA 300 log for that quarter/month.

7.3.1 A 301-incident report or equivalent form must be filled out within 7 calendar days of receiving the information that a recordable has occurred.

7.4 The OSHA 300 Log, the privacy case list (if in existence), the annual summary, and the OSHA 301 Incident Report forms must be retained for a minimum of (5) five years by the company following the end of the calendar year that the records document.

7.4.1 300,

7.4.2 300A,

7.4.3 301.

8 Annual Summary

8.1 Alex Garay will examine the OSHA 300 log to ensure it is accurate.

8.1.1 Once found to be accurate Alex Garay will then sign the OSHA 300A summary.

8.2 The annual summary will be posted at the main office in a easily spotted place.

8.3 The annual summary must not be:

8.3.1 Covered by other material,

8.3.2 Altered, or

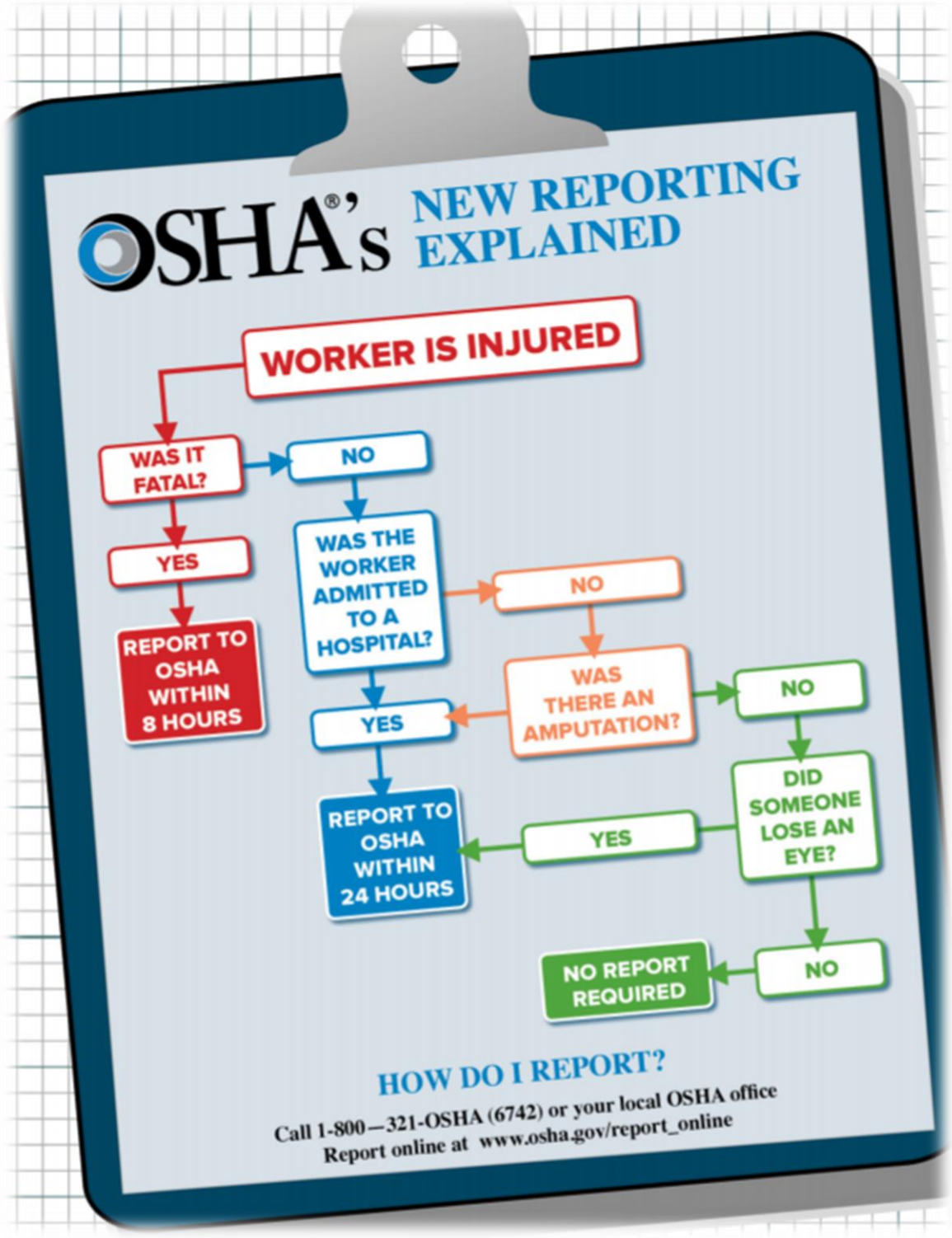
8.3.3 Defaced.

8.4 The annual summary will be posted by February 1st of the year following the year covered by the records and the posting kept in place until April 30th.

8.5 A company executive must certify that he or she has examined the OSHA 300 Log and when found to be correct and sign the OSHA 300A Summary.

Platinum Control Technologies

Injury / Illness Recordkeeping	Reference: 29 CFR 1904.41
Safety Director	Alex Garay
Phone Number	817-529-6485
Revision Date	8/21/2023



Platinum Control Technologies

Job Competency	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 33

1 Job Competency Program

1.1 The terms “capability and competence”” relates to an employee’s ability and competence in performance of their work as opposed to “Conduct” which relates to the standard of their behavior at work.

1.2 For example: Someone may want to do a piece of work, or may think they are doing it acceptably, but they may not have the skills or the experience required; this would be covered by Capability Procedures.

1.3 On the other hand, someone may refuse to do a piece of work, or may choose to do it badly; this would be a Conduct issue, and would be covered by normal disciplinary procedures.

1.4 It is also recognized that an employee’s work performance and efficiency can be affected by a wide range of factors both related to the workplace and to their life outside of work. Health may also play an important part in this.

1.5 Platinum Control Technologies has developed the following policy on Job Competency to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training, Certification Training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees in their respective duties.

4.2 Job specific training will be provided for new or transferred employees.

5 Organizational Chart

5.1 An organizational chart of the job titles/roles in the company is readily available upon request.

6 Minimum Qualifications

6.1 Minimum qualifications required to perform each role will be determined using a combination of education and work experience.

7 Documentation

7.1 It is the policy of Platinum Control Technologies that prior to any work, documentation is required from employees as proof that they are qualified to perform their job duties.

8 Verification

8.1 Alex Garay or their competent designee will verify that an employee is competent to perform their roles and responsibilities before being allowed to work independently.

Platinum Control Technologies

Ladder Safety	Reference: 29 CFR 1926.1053	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 34

1 Ladder Safety Program

1.1 Working on and around stairways and ladders is hazardous. Stairways and ladders are major sources of injuries and fatalities among construction workers for example, and many of the injuries are serious enough to require time off the job.

1.2 OSHA rules apply to all stairways and ladders used in construction, alteration, repair, painting, decorating and demolition of worksites covered by OSHA's construction safety and health standards.

1.3 Platinum Control Technologies has developed the following policy on Ladder Safety to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification training (Fall Protection, Ladders & Stairways).

2.2 PPE: Safety Vest, Fall protection, Work boots, Hard hats.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of ladders and stairways.

5 Ladders Safe Practices

5.1 Ladders must be capable of supporting the following loads without failure:

5.2 **Each self-supporting portable ladder:**

5.2.1 At least four times the maximum intended load, except that each extra-heavy-duty type 1A metal or plastic ladder must sustain at least 3.3 times the maximum intended load.

5.2.2 The ability of a ladder to sustain the loads will be determined by applying or transmitting the requisite load to the ladder in a downward vertical direction.

5.3 **Each portable ladder that is not self-supporting:**

5.3.1 At least four times the maximum intended load, except that each extra-heavy-duty type 1A metal or plastic ladders must sustain at least 3.3 times the maximum intended load.

5.4 Non-self-supporting ladders must be used at an angle such that the horizontal distance from the top support to the foot of the ladder is approximately one-quarter of the working length of the ladder (the distance along the ladder between the foot and the top support). The angle is commonly known as a 4:1 ratio, which may be substituted for the language of one-quarter of the working length of the ladder.

5.5 **Each fixed ladder:**

5.5.1 At least two loads of 250 pounds (114 kg) each, concentrated between any two consecutive attachments (the number and position of additional concentrated loads of 250 pounds (114 kg) each, determined from anticipated usage of the ladder, must also be included), plus anticipated loads caused by ice buildup, winds, rigging, and impact loads resulting from the use of ladder safety devices.

5.5.2 Each step or rung must be capable of supporting a single concentrated load of at least 250 pounds (114 kg) applied in the middle of the step or rung.

5.6 **Rungs, Cleats & Steps:**

5.6.1 Ladder rungs, cleats, and steps s be parallel, level, and uniformly spaced when the ladder is in position for use.

5.6.2 Rungs, cleats, and steps of portable ladders (except as provided below) and fixed ladders (including individual-rung/step ladders) must be spaced not less than 10 inches (25 cm) apart, nor more than 14 inches (36 cm) apart, as measured between center lines of the rungs, cleats, and steps.

5.6.3 Rungs, cleats, and steps of step stools must be not less than 8 inches (20 cm) apart, nor more than 12 inches (31 cm) apart, as measured between center lines of the rungs, cleats, and steps.

5.6.4 Rungs, cleats, and steps of the base section of extension trestle ladders must not be less than 8 inches (20 cm) nor more than 18 inches (46 cm) apart, as measured between center lines of the rungs, cleats, and steps. The rung spacing on the extension section of the extension trestle ladder must be not less than 6 inches (15 cm) nor more than 12 inches (31 cm), as measured between center lines of the rungs, cleats, and steps.

5.6.5 The minimum clear distance between the sides of individual-rung/step ladders and the minimum clear distance between the side rails of other fixed ladders must be 16 inches (41 cm).

5.6.6 The minimum clear distance between side rails for all portable ladders must be 11 1/2 inches (29 cm).

5.6.7 The rungs of individual-rung/step ladders must be shaped such that employees' feet cannot slide off the end of the rungs.

5.6.8 The rungs and steps of fixed metal ladders manufactured after March 15, 1991, must be corrugated, knurled, dimpled, coated with skid-resistant material, or otherwise treated to minimize slipping.

5.6.9 The rungs and steps of portable metal ladders must be corrugated, knurled, dimpled, coated with skid-resistant material, or otherwise treated to minimize slipping.

5.7 Ladders must not be tied or fastened together to provide longer sections unless they are specifically designed for such use.

5.8 A metal spreader or locking device must be provided on each stepladder to hold the front and back sections in an open position when the ladder is being used.

5.9 Ladder components must be surfaced so as to prevent injury to an employee from punctures or lacerations, and to prevent snagging of clothing.

5.10 Wood ladders must not be coated with any opaque covering, except for identification or warning labels which may be placed on one face only of a side rail.

5.11 When portable ladders are used for access to an upper landing surface, the ladder side rails must extend at least 3 feet (.9 m) above the upper landing surface to which the ladder is used to gain access; or, when such an extension is not possible because of the ladder's length, then the ladder must be secured at its top to a rigid support that will not deflect, and a grasping device, such as a grabrail, must be provided to assist employees in mounting and dismounting the ladder. In no case must the extension be such that ladder deflection under a load would, by itself, cause the ladder to slip off its support.

5.12 Ladders must be maintained free of oil, grease, and other slipping hazards.

5.13 Ladders must not be loaded beyond the maximum intended load for which they were built, nor beyond their manufacturer's rated capacity.

5.14 Ladders must be used only for the purpose for which they were designed.

5.15 Non-self-supporting ladders must be used at an angle such that the horizontal distance from the top support to the foot of the ladder is approximately one-quarter of the working length of the ladder (the distance along the ladder between the foot and the top support).

5.16 Wood job-made ladders with spliced side rails must be used at an angle such that the horizontal distance is one-eighth the working length of the ladder.

5.17 Fixed ladders must be used at a pitch no greater than 90 degrees from the horizontal, as measured to the back side of the ladder.

5.18 Ladders must be used only on stable and level surfaces unless secured to prevent accidental displacement.

5.19 Ladders must not be used on slippery surfaces unless secured or provided with slip-resistant feet to prevent accidental displacement. Slip-resistant feet must not be used as a substitute for care in placing, lashing, or holding a ladder that is used upon slippery surfaces including, but not limited to, flat metal or concrete surfaces that are constructed so they cannot be prevented from becoming slippery.

5.20 Ladders placed in any location where they can be displaced by workplace activities or traffic, such as in passageways, doorways, or driveways, must be secured to prevent accidental displacement, or a barricade must be used to keep the activities or traffic away from the ladder.

5.21 The area around the top and bottom of ladders must be kept clear.

5.22 The top of a non-self-supporting ladder must be placed with the two rails supported equally unless it is equipped with a single support attachment.

5.23 Ladders must not be moved, shifted, or extended while occupied.

5.24 Ladders must have nonconductive siderails if they are used where the employee or the ladder could contact exposed energized electrical equipment.

5.25 The top or top step of a stepladder must not be used as a step.

5.26 Cross-bracing on the rear section of stepladders must not be used for climbing unless the ladders are designed and provided with steps for climbing on both front and rear sections.

5.27 Ladders must be inspected by a competent person for visible defects prior to initial use in each work shift and after any occurrence that could affect their safe use.

5.28 Portable and fixed ladders with structural defects, such as, but not limited to, broken or missing rungs, cleats, or steps, broken or split rails, corroded components, or other faulty or defective components, must either be immediately marked in a manner that readily identifies them as defective, or be tagged with "Do Not Use" or similar language, and must be withdrawn from service until repaired.

5.28.1 Immediately tagged with "Do Not Use" or similar language,

5.28.2 Marked in a manner that readily identifies it as defective;

5.28.3 Or blocked (such as with a plywood attachment that spans several rungs).

5.28.4 Ladder repairs must restore the ladder to a condition meeting its original design criteria, before the ladder is returned to use.

5.29 Single-rail ladders must not be used.

5.30 When ascending or descending a ladder, the user must face the ladder.

5.31 Each employee must use at least one hand to grasp the ladder when progressing up and/or down the ladder.

5.32 An employee must not carry any object or load that could cause the employee to lose balance and fall.

Platinum Control Technologies

Ladder Safety	Reference: 29 CFR 1926.1053	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

6 Ladder Safety Work Practices

6.1 Falls from portable ladders (step, straight, combination and extension) are one of the leading causes of occupational fatalities and injuries.

6.1.1 Read and follow all labels/markings on the ladder.

6.1.2 Avoid electrical hazards! – Look for overhead power lines before handling a ladder. Avoid using a metal ladder near power lines or exposed energized electrical equipment.

6.1.3 Always inspect the ladder prior to using it. If the ladder is damaged, it must be removed from service and tagged until repaired or discarded.

6.1.4 Always maintain a 3-point (two hands and a foot, or two feet and a hand) contact on the ladder when climbing. Keep your body near the middle of the step and always face the ladder while climbing (see diagram).

6.1.5 Only use ladders and appropriate accessories (ladder levelers, jacks or hooks) for their designed purposes.

6.1.6 Ladders must be free of any slippery material on the rungs, steps or feet.

6.1.7 Do not use a self-supporting ladder (e.g., step ladder) as a single ladder or in a partially closed position.

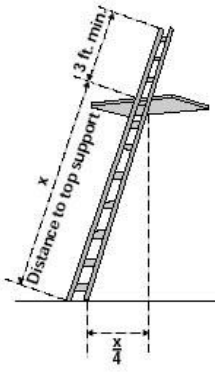
6.1.8 Do not use the top step/rung of a ladder as a step/rung unless it was designed for that purpose.

6.1.9 Use a ladder only on a stable and level surface, unless it has been secured (top or bottom) to prevent displacement.

6.1.10 Do not place a ladder on boxes, barrels or other unstable bases to obtain additional height.

6.1.11 Do not move or shift a ladder while a person or equipment is on the ladder.

6.1.12 An extension or straight ladder used to access an elevated surface must extend at least 3 feet above the point of support (see diagram). Do not stand on the three top rungs of a straight, single or extension ladder.



6.1.13 The proper angle for setting up a ladder is to place its base a quarter of the working length of the ladder from the wall or other vertical surface (see diagram).

6.1.14 A ladder placed in any location where it can be displaced by other work activities must be secured to prevent displacement or a barricade must be erected to keep traffic away from the ladder.

6.1.15 Be sure that all locks on an extension ladder are properly engaged.

6.1.16 Do not exceed the maximum load rating of a ladder. Be aware of the ladder's load rating and of the weight it is supporting, including the weight of any tools or equipment.

7 Stairways & Temporary Service

7.1 Stairways shall be at least 24 inches in width and shall be equipped with handrails, treads, and landings.

7.2 Temporary stairs shall have a landing not less than 30 inches in width in the direction of travel at each floor or landing, one landing for every 12 feet of vertical use.

7.3 Stairs shall be installed between 30 degrees and 50 degrees from horizontal.

7.4 Stairway, ramp, or ladders shall be provided at elevation of 18 inches or more in a frequently traveled passageway, entry, or exit.

7.5 A minimum of one (1) stairway shall be provided for access and exit for elevation at 36 feet. Elevation greater than 36 feet shall be equipped with two (2) stairways.

7.6 Handrails shall be 30-34 inches above the tread nosing, constructed in a substantial manner, and free from protruding nails and splinters.

7.7 Uprights and rail cross section shall not be less than 2 inches by 4 inches, or equivalent. Mid rails shall be provided between top rail of stair rail system and the stairway steps.

7.8 Railings and toeboards shall be installed around stairwells. Lighting in the stairwells shall provide five (5) foot candles of light on the steps.

7.9 Stairway and landings shall be clear of debris, loose material, and equipment not in use. Materials shall not be stored under stairwell.

7.10 Slippery conditions shall be eliminated on stairways prior to employee use. Stairway shall be free of hazardous projections. Stair rails systems and handrails shall be surfaced to prevent injury to employees.

7.11 Directional signs shall be posted to indicate stairway location.

7.12 Except during stairway construction, foot traffic is prohibited on stairways with pan steps where the treads and/or landings are to be filled in with concrete or other materials at a later date, unless the stairs are temporarily fitted with wood or other solid material at least to the top edge of each pan.

7.13 Such temporary treads and landings shall be replaced when worn below the level of the top edge of the pan.

7.14 Except during stairway construction, foot traffic is prohibited on skeleton metal stairs where permanent treads and/or landings are to be installed at a later date, unless the stairs are fitted with secured temporary treads and landings long enough to cover the entire tread and/or landing area.

7.15 11. Treads for temporary service shall be made of wood or other solid material and shall be installed the full width and depth of the stair.

CHAPTER 35

1 Lead Program

1.1 Inorganic lead is a malleable, blue-gray, heavy metal that occurs naturally in the Earth's crust.

1.2 Lead was one of the first metals used by humans and consequently, the cause of the first recorded occupational disease (lead colic in a 4th century BC metal worker).

1.3 The U.S. has 14 lead producing plants that account for 99% of U.S. secondary production. Lead can be used as a pure metal, combined with another metal to form an alloy, or in the form of a chemical compound. The primary use of lead in the U.S. is for automobile lead-acid storage batteries, a type of rechargeable electric battery which uses an almost pure lead alloy.

1.3.1 Lead-formed alloys are typically found in ammunition, pipes, cable covering, building material, solder, radiation shielding, collapsible tubes, and fishing weights.

1.4 Lead is also used in ceramic glazes and as a stabilizer in plastics.

1.5 Lead was used extensively as a corrosion inhibitor and pigment in paints but concerns over its toxicity led to the CPSC in 1977 to ban the use of lead in paint for residential and public buildings.

1.6 Prior to the mid-1980s, the organic lead compounds tetramethyl lead and tetraethyl lead were used as an antiknock additive and octane booster in gasoline but environmental exposure concerns resulted in the gradual phase-out of leaded gasoline in the United States. Organic lead compounds continue to be used in high octane fuel in the aviation industry for piston engine aircraft.

1.7 Lead enters the body primarily through inhalation and ingestion.

1.7.1 Today, adults are mainly exposed to lead by breathing in lead-containing dust and fumes at work, or from hobbies that involve lead.

1.7.2 Lead passes through the lungs into the blood where it can harm many of the body's organ systems.

1.7.3 While inorganic lead does not readily enter the body through the skin, it can enter the body through accidental ingestion (eating, drinking, and smoking) via contaminated hands, clothing, and surfaces.

1.7.4 Workers may develop a variety of ailments, such as neurological effects, gastrointestinal effects, anemia, and kidney disease.

1.8 Platinum Control Technologies has developed the following policy on Lead Awareness to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Health Effects of Lead

2.1 **Pain areas:** The abdomen or joints.

2.2 **Gastrointestinal:** Constipation, nausea, or vomiting.

2.3 **Developmental:** Learning disability or slow growth.

2.4 **Whole body:** Fatigue or loss of appetite.

2.5 **Behavioral:** Hyperactivity or irritability.

2.6 **Also common:** Baby colic, headache, insomnia, or memory loss.

2.7 Long term (chronic) overexposure to lead may result in severe damage to the blood-forming, nervous, urinary, and reproductive systems.

3 Implementation

3.1 Training: Safety meeting. Certification training.

3.2 PPE: Safety vest, Work gloves, Face shield, Work boots, Vented goggles, Coveralls

4 Competent Person

4.1 Alex Garay is the competent person responsible for the program.

5 Training

5.1 Training will be provided prior to work by Platinum Control Technologies for employees whose job activities involve the risk of contacting lead containing materials but not disturbing the material during their work activities.

5.1.1 The training must be completed during orientation or prior to first work assignment in areas where the risk of Lead exposure exists.

5.1.2 Training must be conducted annually thereafter.

5.2 The training will be documented to include:

5.2.1 Names of employees trained,

5.2.2 Date the training took place,

5.2.3 Trainers name and signature.

6 Training Program

6.1 Each employee of Platinum Control Technologies is trained in the following:

6.1.1 The specific nature of the operations which could result in exposure to lead above the action level,

6.1.2 The purpose, proper selection, fitting, use, and limitations of respirators,

6.1.3 The purpose and a description of the medical surveillance program, and the medical removal protection program including information concerning the adverse health effects associated with excessive exposure to lead (with particular attention to the adverse reproductive effects on both males and females and hazards to the fetus and additional precautions for employees who are pregnant),

6.1.4 The engineering controls and work practices associated with the employee's job assignment including training of employees to follow relevant good work practices described in Appendix B of this section,

6.1.5 The contents of any compliance plan in effect,

6.1.6 Instructions to employees that chelating agents should not routinely be used to remove lead from their bodies and should not be used at all except under the direction of a licensed physician and

6.1.7 The employee's right of access to records under 29 CFR 1910.20.

7 Access to Information and Training Materials

7.1 Platinum Control Technologies will make readily available to all affected employees a copy of this policy.

7.2 Upon request Platinum Control Technologies will provide, all materials relating to the employee information and training program to affected employees and their designated representatives, and to the Assistant Secretary and the Director.

8 Lead Containing Material

8.1 It is a requirement of Platinum Control Technologies that employees must always obey all:

8.1.1 Signage,

8.1.2 Barricades,

8.1.3 Labels or

8.1.4 Jobsite assessment reports indicating the presence of lead containing materials.

8.2 This is to ensure that No Lead containing materials are disturbed.

8.3 If contact is made with lead materials the employees is to wash hands and face immediately.

9 Possible Location of Lead Containing Materials

Batteries	Leaded Glass
Pipes	Circuit Boards
Leaded Paints	Demo/Salvage Work
Leaded Solder	Cathode Ray Tubes

10 Multiple Contactor Worksites

10.1 In the instance that Platinum Control Technologies employees are working immediately adjacent to a lead abatement activity and are exposed to lead due to the inadequate containment of such job.

10.1.1 Platinum Control Technologies will remove its employees from the area until the problem is resolved, or an initial assessment is completed.

11 Lead in Construction

11.1 It is the policy of Platinum Control Technologies that no employee will be exposed to lead at concentrations greater than fifty micrograms per cubic meter of air (50 ug/m^3) averaged over an 8-hour period.

11.1.1 In the instance an employee is exposed to lead for more than 8 hours in any work day, the employees' allowable exposure, as a time weighted average (TWA) for that day, shall be reduced according to the following formula:

11.1.1.1 Allowable employee exposure (in ug/m^3) = 400 divided by hours worked in the day.

11.2 When respirators are used to limit employee exposure, employee exposure may be considered to be at the level provided by the protection factor of the respirator for those periods the respirator is worn.

11.2.1 Those periods may be averaged with exposure levels during periods when respirators are not worn to determine the employee's daily TWA exposure.

12 Exposure Assessment

12.1 Platinum Control Technologies will initially determine if any employee may be exposed to lead at or above the action level.

12.1.1 Employee exposure is that exposure which would occur if the employee were not using a respirator.

12.1.2 With the exception of monitoring, where monitoring is required, Platinum Control Technologies will collect personal samples representative of a full shift including at least one sample for each job classification in each work area either for each shift or for the shift with the highest exposure level.

12.2 Full shift personal samples shall be representative of the monitored employee's regular, daily exposure to lead.

12 Exposure Assessment Continued

12.3 Employee Notification

12.3.1 Platinum Control Technologies will, as soon as possible but no later than 5 working days after the receipt of the results of any monitoring performed under this section, notify each affected employee of these results either individually in writing or by posting the results in an appropriate location that is accessible to employees.

12.3.2 Whenever the results indicate that the representative employee exposure, without regard to respirators, is at or above the PEL Platinum Control Technologies will include in the written notice a statement that the employees exposure was at or above that level and a description of the corrective action taken or to be taken to reduce exposure to below that level.

12.3.3 Accuracy of measurement. Platinum Control Technologies will use a method of monitoring and analysis which has an accuracy (to a confidence level of 95 percent) of not less than plus or minus 25 percent for airborne concentrations of lead equal to or greater than 30 ug/m(3).

13 Personal Protective Equipment

13.1 Platinum Control Technologies will provide at no cost to the employee and assure that the employee uses appropriate protective work clothing and equipment that prevents contamination of the employee and the employee's garments such as, but not limited to:

13.1.1 Coveralls or similar full-body work clothing;

13.1.2 Gloves, hats, and shoes or disposable shoe coverlets; and

13.1.3 Face shields, vented goggles, or other appropriate protective equipment.

13.2 Respirator must be used during the time period necessary to install or implement engineering or work practice controls, where engineering and work practice controls are insufficient, and in emergencies.

14 Hygiene Facilities and Practices.

14.1 Platinum Control Technologies assures that in areas where employees are exposed to lead above the PEL without regard to the use of respirators, food or beverage is not present or consumed, tobacco products are not present or used, and cosmetics are not applied.

15 Change Areas

15.1 Platinum Control Technologies will provide clean change areas for employees whose airborne exposure to lead is above the PEL, and as interim protection for employees performing tasks without regard to the use of respirators.

15.2 Change areas are equipped with separate storage facilities for protective work clothing and equipment and for street clothes which prevent cross-contamination.

15.3 Employees must not leave the workplace wearing any protective clothing or equipment that is required to be worn during the work shift.

16 Showers

16.1 Shower facilities will be provided, where feasible, for use by employees whose airborne exposure to lead is above the PEL.

16.2 Where shower facilities are available, employees must shower at the end of the work shift.

16.3 Platinum Control Technologies will provide an adequate supply of cleansing agents and towels for use by affected employees.

17 Eating Facilities

17.1 Platinum Control Technologies will provide lunchroom facilities or eating areas for employees whose airborne exposure to lead is above the PEL, without regard to the use of respirators.

17.2 Lunchroom facilities or eating areas are as free as practicable from lead contamination and are readily accessible to employees.

17.3 Employees whose airborne exposure to lead is above the PEL, without regard to the use of a respirator, must wash their hands and face prior to eating, drinking, smoking or applying cosmetics.

17.4 Employees do not enter lunchroom facilities or eating areas with protective work clothing or equipment unless surface lead dust has been removed by vacuuming, downdraft booth, or other cleaning method that limits dispersion of lead dust.

18 Hand Washing Facilities

18.1 Platinum Control Technologies will provide adequate handwashing facilities for use by employees exposed to lead.

18.2 Where showers are not provided the employer shall assure that employees wash their hands and face at the end of the work-shift.

19 Medical Surveillance

19.1 Platinum Control Technologies will make available initial medical surveillance to employees occupationally exposed on any day to lead at or above the action level. Initial medical surveillance consists of biological monitoring in the form of blood sampling and analysis for lead and zinc protoporphyrin levels.

19.2 Platinum Control Technologies has instituted a medical surveillance for all employees who are or may be exposed at or above the action level for more than 30 days in any consecutive 12 months.

19.3 All medical examinations and procedures are performed by or under the supervision of a licensed physician.

19.4 Platinum Control Technologies will make available the required medical surveillance including multiple physician review without cost to employees and at a reasonable time and place.

20 Biological Monitoring

20.1 Blood lead and ZPP level sampling and analysis. Platinum Control Technologies will make available biological monitoring in the form of blood sampling and analysis for lead and zinc protoporphyrin levels to each employee on the following schedule:

20.2 For each employee at least every 2 months for the first 6 months and every 6 months thereafter.

20.3 The employer shall notify each employee whose blood lead level is at or above 40 [mu]g/dl that the standard requires temporary medical removal with Medical Removal Protection benefits when an employee's blood lead level is at or above the numerical criterion for medical removal.

20.4 For each employee who is removed from exposure to lead due to an elevated blood lead level at least monthly during the removal period.

20.5 Follow-up blood sampling tests. Whenever the results of a blood lead level test indicate that an employee's blood lead level is at or above the numerical criterion for medical, the employer shall provide a second (follow-up) blood sampling test within two weeks after the employer receives the results of the first blood sampling test.

20.6 Accuracy of blood lead level sampling and analysis. Blood lead level sampling and analysis provided pursuant to this section shall have an accuracy (to a confidence level of 95 percent) within plus or minus 15 percent or 6 ug/dl, whichever is greater, and shall be conducted by a laboratory approved by OSHA.

20.7 Employee Notification

20.7.1 Within five working days after the receipt of biological monitoring results, Platinum Control Technologies will notify each employee in writing of his or her blood lead level and

20.7.2 Notify each employee whose blood lead level is at or above 40 [mu]g/dl that the standard requires temporary medical removal with Medical Removal Protection benefits when an employee's blood lead level exceeds the numerical criterion for medical removal.

21 Air Monitoring

21.1 It is a requirement of Platinum Control Technologies that full shift personal samples must be representative of the employees regular, daily exposure to lead.

21.2 If the initial determination or subsequent air monitoring reveals employee exposure to be at or above the action level but below the PEL Platinum Control Technologies will repeat air monitoring in accordance with this policy at least every 6 months.

21.3 Platinum Control Technologies will continue air monitoring at the required frequency until at least two consecutive measurements, taken at least 7 days apart, are below the action level at which time we may discontinue monitoring for that employee.

21.4 Affected employees will be notified of the results of any monitoring performed within 15 working days, either individually in writing or by posting the results in an appropriate location that is accessible to affected employees.

21.5 Whenever the results indicate that the representative employee exposure, without regard to respirators, exceeds the permissible exposure limit, in the written notice will be included a statement that the permissible exposure limit was exceeded and a description of the corrective action taken or to be taken to reduce exposure to or below the permissible exposure limit.

22 Additional Monitoring

22.1 Additional monitoring will be performed whenever there has been a production, process, control or personnel change which may result in new or additional exposure to lead, or when our company has any reason to believe that new or additional exposures have occurred.

23 Signs

23.1 Platinum Control Technologies will post the following warning signs in each work area where an employee's exposure to lead is above the PEL:

23.1.1 DANGER

23.1.2 LEAD WORK AREA

23.1.3 MAY DAMAGE FERTILITY OR THE UNBORN CHILD

23.1.4 CAUSES DAMAGE TO THE CENTRAL NERVOUS SYSTEM

23.1.5 DO NOT EAT, DRINK OR SMOKE IN THIS AREA

24 Recordkeeping

24.1 Platinum Control Technologies will establish and maintain an accurate record of all monitoring and other data used in conducting employee exposure assessments as required.

24.2 Exposure monitoring records will include:

24.2.1 The date(s), number, duration, location and results of each of the samples taken if any, including a description of the sampling procedure used to determine representative employee exposure where applicable;

24.2.2 A description of the sampling and analytical methods used and evidence of their accuracy;

24.2.3 The type of respiratory protective devices worn, if any;

24.2.4 Name, social security number, and job classification of the employee monitored and of all other employees whose exposure the measurement is intended to represent; and

24.2.5 The environmental variables that could affect the measurement of employee exposure.

25 Site Specific Compliance

25.1 Written site specific compliance programs will be developed for each job to reduce employee exposures to lead to at or below 50 µg/m3 as calculated as an eight-hour time weighted average (TWA).

25.2 The site specific compliance program will cover the following:

25.2.1 engineering & work practice controls,

25.2.2 air monitoring and

25.2.3 A description of each operation in which lead is emitted.

25.3 The site specific compliance program will be revised and updated annually.

26 Engineering & Work Practice Controls

26.1 Where any employee is exposed to lead above the PEL for more than 30 days per year, Platinum Control Technologies will use engineering and work practice controls to reduce and maintain employee exposure to lead unless such controls are not feasible.

26.2 Wherever feasible engineering and work practice controls are not sufficient to reduce employee exposure to or below the PEL, Platinum Control Technologies will use them to reduce employee exposure to the lowest levels achievable, and will supplement them by the use of respiratory protection.

26.3 Affected employees will be provided with full face piece respirators.

26.4 The use of half mask respirators is prohibited as protection against lead aerosols that may cause skin or eye irritation.

26.5 Use either HEPA filters for powered and non-powered air-purifying respirators (APRs) or powered air purifying respirators (PAPR) in lieu of a negative pressure respirator when an employee chooses to use a PAPR that provides acceptable protection.

Platinum Control Technologies

Lead	Reference: 29 CFR 1926.62, 1910.1025	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 36

1 Lead Awareness Program

1.1 Inorganic lead is a malleable, blue-gray, heavy metal that occurs naturally in the Earth's crust.

1.2 Lead was one of the first metals used by humans and consequently, the cause of the first recorded occupational disease (lead colic in a 4th century BC metal worker).

1.3 In 2012,U.S. production of lead was estimated at 1.6 million metric tons; primarily from secondary refining of scrap metal. U.S. mines produced 342,000 metric tons, ranking third in the world behind China and Australia.

1.4 The U.S. has 14 lead producing plants that account for 99% of U.S. secondary production. Lead can be used as a pure metal, combined with another metal to form an alloy, or in the form of a chemical compound. The primary use of lead in the U.S. is for automobile lead-acid storage batteries, a type of rechargeable electric battery which uses an almost pure lead alloy.

1.4.1 Lead-formed alloys are typically found in ammunition, pipes, cable covering, building material, solder, radiation shielding, collapsible tubes, and fishing weights.

1.5 Lead is also used in ceramic glazes and as a stabilizer in plastics.

1.6 Lead was used extensively as a corrosion inhibitor and pigment in paints but concerns over its toxicity led to the CPSC in 1977 to ban the use of lead in paint for residential and public buildings.

1.7 Prior to the mid-1980s, the organic lead compounds tetramethyl lead and tetraethyl lead were used as an antiknock additive and octane booster in gasoline but environmental exposure concerns resulted in the gradual phase-out of leaded gasoline in the United States. Organic lead compounds continue to be used in high octane fuel in the aviation industry for piston engine aircraft.

1.8 Lead enters the body primarily through inhalation and ingestion.

1.8.1 Today, adults are mainly exposed to lead by breathing in lead-containing dust and fumes at work, or from hobbies that involve lead.

1.8.2 Lead passes through the lungs into the blood where it can harm many of the body's organ systems.

1.8.3 While inorganic lead does not readily enter the body through the skin, it can enter the body through accidental ingestion (eating, drinking, and smoking) via contaminated hands, clothing, and surfaces.

1.8.4 Workers may develop a variety of ailments, such as neurological effects, gastrointestinal effects, anemia, and kidney disease.

1 Lead Awareness Program Continued

1.9 Platinum Control Technologies has developed the following policy on Lead Awareness to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Health Effects of Lead

2.1 **Pain areas:** The abdomen or joints.

2.2 **Gastrointestinal:** Constipation, nausea, or vomiting.

2.3 **Developmental:** Learning disability or slow growth.

2.4 **Whole body:** Fatigue or loss of appetite.

2.5 **Behavioral:** Hyperactivity or irritability.

2.6 **Also, common:** Baby colic, headache, insomnia, or memory loss.

2.7 Long term (chronic) overexposure to lead may result in severe damage to the blood-forming, nervous, urinary, and reproductive systems.

3 Implementation

3.1 Training: Safety meeting. Certification training.

3.2 PPE: Safety vest, Work gloves, Face shield, Work boots, Vented goggles, Coveralls

4 Competent Person

4.1 Alex Garay is the competent person responsible for the program.

5 Training

5.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the risk of contacting lead containing materials but not disturbing the material during their work activities.

5.1.1 The training must be completed during orientation or prior to first work assignment in areas where the risk of Lead exposure exists.

5.1.2 Training must be conducted annually thereafter.

5.2 The training will be documented to include:

5.2.1 Names of employees trained,

5.2.2 Date the training took place,

5.2.3 Trainers name and signature.

6 Lead Containing Material

6.1 It is a requirement of Platinum Control Technologies that employees must always obey all:

6.1.1 Signage,

6.1.2 Barricades,

6.1.3 Labels or

6.1.4 Jobsite assessment reports indicating the presence of lead containing materials.

6.2 This is to ensure that No Lead containing materials are disturbed.

6.3 If contact is made with lead materials the employees is to wash hands and face immediately.

7 Possible Location of Lead Containing Materials

Batteries	Leaded Glass
Pipes	Circuit Boards
Leaded Paints	Demo/Salvage Work
Leaded Solder	Cathode Ray Tubes

8 Multiple Contactor Worksites

8.1 In the instance that Platinum Control Technologies employees are working immediately adjacent to a lead abatement activity and are exposed to lead due to the inadequate containment of such job.

8.1.1 Platinum Control Technologies will remove its employees from the area until the problem is resolved or an initial assessment is completed.

Platinum Control Technologies

Lead Awareness	Reference: 29 CFR 1926.62, 1910.1025	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

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Platinum Control Technologies

Lockout / Tagout	Reference: 29 CFR 1910.147	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 37

1 Lockout / Tagout Program

1.1 Energy sources including electrical, mechanical, hydraulic, pneumatic, chemical, thermal, or other sources in machines and equipment can be hazardous to workers. During the servicing and maintenance of machines and equipment, the unexpected startup or release of stored energy can result in serious injury or death to workers.

1.2 Workers servicing or maintaining machines or equipment may be seriously injured or killed if hazardous energy is not properly controlled. Injuries resulting from the failure to control hazardous energy during maintenance activities can be serious or fatal! Injuries may include electrocution, burns, crushing, cutting, lacerating, amputating, or fracturing body parts, and others. For example:

1.2.1 A steam valve is automatically turned on burning workers who are repairing a downstream connection in the piping.

1.2.2 A jammed conveyor system suddenly releases, crushing a worker who is trying to clear the jam.

1.2.3 Internal wiring on a piece of factory equipment electrically shorts, shocking worker who is repairing the equipment.

1.3 Craft workers, electricians, machine operators, and laborers are among the 3 million workers who service equipment routinely and face the greatest risk of injury. Workers injured on the job from exposure to hazardous energy lose an average of 24 workdays for recuperation.

1.4 Platinum Control Technologies has developed the following policy on Lockout / Tagout to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

1.5 The objective of this procedure is to establish a means of positive control to prevent the accidental starting or activating of machinery or systems while they are being repaired, cleaned and/or serviced. This program serves to:

1.5.1 Establish a safe and positive means of shutting down machinery, equipment and systems.

1.5.2 Prohibit unauthorized personnel or remote-control systems from starting machinery or equipment while it is being serviced.

1.5.3 Provide a secondary control system (tagout) when it is impossible to positively lockout the machinery or equipment.

1.5.4 Establish responsibility for implementing and controlling lockout/tagout procedures.

1.5.5 Ensure that only approved locks, standardized tags and fastening devices provided by the company will be utilized in the lockout/tagout procedures.

1.5.6 Ensure devices indicate the identity of the employee applying the device.

1.5.7 Ensure lockout and tagout devices meet the following requirements: durable, standardized, substantial, and identifiable.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vest, locks, tags, work gloves, safety goggles, hard hats, work boots.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Each authorized employee of Platinum Control Technologies who will be utilizing the lockout/tagout procedure will be trained in the recognition of applicable hazardous energy sources, type and magnitude of energy available in the work place, and the methods and means necessary for energy isolation and control.

4.2 Each affected employee (all employees other than authorized employees utilizing the lockout/tagout procedure) will be instructed in the purpose and use of the lockout/tagout procedure, and the prohibition of attempts to restart or re-energize machines or equipment that are locked out or tagged out.

4.3 Training will be provided when there is a change in the following:

4.3.1 Job assignments,

4.3.2 Machinery or processes that present a new hazard, or

4.3.3 Energy-control procedures.

4.4 Retraining also is necessary whenever a periodic inspection reveals, or Platinum Control Technologies has reason to believe, that shortcomings exist in an employee's knowledge or use of the energy-control procedure.

4.4.1 Training will be documented to include names/dates and kept on file.

4.4.2 Additional retraining shall be conducted whenever a periodic inspection reveals, or whenever the employer has reason to believe, that there are deviations from or inadequacies in the employee's knowledge or use of the energy control procedures.

5 Assignment of Responsibility

5.1 Primary responsibility is vested in an authorized employee. The authorized employee ascertains the exposure status of group members. Each authorized employee shall affix a personal LOTO device and remove those devices when he/she stops working on the machine or equipment being services or maintained.

5.2 Alex Garay will be responsible for implementing the lockout/tagout program.

5.3 The supervisors are responsible for enforcing the program and insuring compliance with the procedures in their departments.

5.4 Alex Garay is responsible for monitoring the compliance of this procedure and will conduct the annual inspection and certification of the authorized employees.

5.5 **Authorized employees** (those listed in the list of authorized personnel attachment in this program) are responsible for following established lockout/tagout procedures.

5.5.1 The Primary responsibility is vested in the authorized employee.

5.5.2 The authorized employee ascertains the exposure status of group members.

5.5.3 Each authorized employee must affix a personal LOTO device and remove those devices when he/she stops working on the machine or equipment being services or maintained.

5.6 **Affected employees** (all other employees in the facility) are responsible for insuring they do not attempt to restart or re-energize machines or equipment that are locked out or tagged out.

5.7 Affected employees will be notified by an authorized employee of the application and removal of lockout devices or tagout devices.

5.8 Notification will be given before the controls are applied, and after they are removed from the machine or equipment.

6 Procedures

6.1 It is a requirement of Platinum Control Technologies that lockout or tagout must be performed only by the authorized employees who are performing the servicing or maintenance.

6.2 The ensuing items are to be followed to ensure both compliance with the OSHA Control of Hazardous Energy Standard and the safety of our employees.

6.3 Lockout - Tagout - Tryout procedures (LOTO) ensure that all energy sources are isolated before electrical or mechanical work is performed.

6.4 LOTO protects miners from the dangers of uncontrolled, unplanned release of energy (movement of equipment or materials; electrical, hydraulic or pneumatic), or toxic materials.

6.5 Test to make sure the equipment is locked out and or non-operational/de-energized.

6.6 **Preparation for Lockout or Tagout**

6.6.1 Before an authorized or affected employee turns off a machine or equipment, the authorized employee shall have knowledge of the type & magnitude of the energy, the hazards of the energy to be controlled, & the methods or means to control the energy.

6.6.2 Employees who are required to utilize the lockout/tagout procedure must be knowledgeable of the different energy sources and the proper sequence of shutting off or disconnecting energy means. The four types of energy sources are:

6.6.2.1 Electrical (most common form),

6.6.2.2 Hydraulic or pneumatic,

6.6.2.3 Fluids and gases, and

6.6.2.4 Mechanical (including gravity).

6.7 More than one energy source may be utilized on some equipment and the proper procedure must be followed in order to identify energy sources and lockout/tagout accordingly. (See attached specific procedure format list.)

6.8 Following the application of lockout/tagout devices to energy isolating devices, all potentially hazardous stored or residual energy shall be relieved, disconnected, restrained or otherwise rendered safe. If there is a possibility of re-accumulation of stored energy, verification of isolation shall be continued until the servicing or maintenance is completed, or until the possibility of such accumulation no longer exists.

6.9 Prior to starting work on machines or equipment that have been locked or tagged out, the authorized employee shall verify that isolation & deenergization of the machine or equipment have been accomplished.

6.10 All energy isolating devices that are needed to control the energy to the machine or equipment shall be physically located & operated in such a manner as to isolate the machine or equipment from the energy source.

6.11 Machine or equipment shall be turned off or shutdown using the procedures established for the machine or equipment. An orderly shutdown must be utilized to avoid any additional or increased hazard(s) to employees as a result of the equipment stoppage.

6.12 **Procedures for Electrical**

6.12.1 Shut off power at machine and disconnect.

6.12.2 Disconnecting means must be locked or tagged.

6.12.3 Press start button to see that correct systems are locked out.

6.12.4 All controls must be returned to their safest position.

6.12.5 Points to remember:

6.12.5.1 If a machine or piece of equipment contains capacitors, they must be drained of stored energy.

6.12.5.2 Possible disconnecting means include the power cord, power panels (look for primary and secondary voltage), breakers, the operator's station, motor circuit, relays, limit switches, and electrical interlocks.

6.12.5.3 Some equipment may have a motor isolating shut-off and a control isolating shut-off.

6.12.5.4 If the electrical energy is disconnected by simply unplugging the power cord, the cord must be kept under the control of the authorized employee or the plug end of the cord must be locked out or tagged out.

6.13 **Procedures for Hydraulic/Pneumatic**

6.13.1 Shut off all energy sources (pumps and compressors). If the pumps and compressors supply energy to more than one piece of equipment, lockout or tagout the valve supplying energy to the piece of equipment being serviced.

6.13.2 Stored pressure from hydraulic/pneumatic lines shall be drained/bled when release of stored energy could cause injury to employees.

6.13.3 Make sure controls are returned to their safest position (off, stop, standby, inch, jog, etc.).

6.14 **Procedures for Fluids and Gases**

6.14.1 Identify the type of fluid or gas and the necessary personal protective equipment.

6.14.2 Close valves to prevent flow, and lockout/tagout.

6.14.3 Determine the isolating device, then close and lockout/tagout.

6.14.4 Drain and bleed lines to zero energy state.

6.14.5 Some systems may have electrically controlled valves. If so, they must be shut off and locked/tagged out.

6.14.6 Check for zero energy state at the equipment.

6.15 **Procedures for Mechanical Energy**

6.15.1 Mechanical energy includes gravity activation, energy stored in springs, etc.

6.15.1.1 Block out or use die ram safety chain.

6.15.1.2 Lockout or tagout safety device.

6.15.1.3 Shut off, lockout or tagout electrical system.

6.15.1.4 Check for zero energy state.

6.15.1.5 Return controls to safest position.

6.16 **Procedures for Release from Lockout/Tagout**

6.16.1 Inspection: Make certain the work is completed and inventory the tools and equipment that were used.

6.16.2 Clean-up: Remove all towels, rags, work-aids, etc.

6.16.3 Replace guards: Replace all guards possible. Sometimes a particular guard may have to be left off until the start sequence is over due to possible adjustments. However, all other guards should be put back into place.

6.16.4 Check controls: All controls should be in their safest position.

6.16.5 The work area shall be checked to ensure that all employees have been safely positioned or removed and notified that the lockout/tagout devices are being removed.

6.16.6 Remove locks/tags. Remove only your lock or tag.

6.17 **Procedures for Service or Maintenance Involving More than One Person**

6.17.1 When servicing and/or maintenance is performed by more than one person, each authorized employee will place his own lock or tag on the energy isolating source. This will be done by utilizing a multiple lock scissors clamp if the equipment is capable of being locked out. If the equipment cannot be locked out, then each authorized employee must place his tag on the equipment.

6.18 **Procedures for Removal of an Authorized Employee's Lockout/Tagout by the Company**

6.18.1 Each location must develop written emergency procedures that comply with 1910.147(e)(3) to be utilized at that location. Emergency procedures for removing lockout/tagout should include the following:

6.18.1.1 Verification by employer that the authorized employee who applied the device is not in the facility.

6.18.1.2 Make reasonable efforts to advise the employee that his/her device has been removed. (This can be done when he/she returns to the facility).

6.18.1.3 Ensure that the authorized employee has this knowledge before he/she resumes work at the facility.

6.19 **Group Lockout**

6.19.1 Each employee must affix his/her personal LOTO device to the group lockout/tagout device before engaging in the servicing and maintenance operation.

6.19.2 The supervisor in charge of the group lockout/tagout must not remove the group LOTO device until each employee in the group has removed his/her personal device.

6.20 **Shift or Personnel Changes**

6.20.1 Each facility must develop written procedures based on specific needs and capabilities. Each procedure must specify how the continuity of lockout or tagout protection will be ensured at all times.

6.20.2 Alex Garay or their designee will ascertain the exposure status of individual group members.

6.20.3 Each employee will attach a personal lockout or tagout device to the group's device while he/she is working & then remove it when finished.

6.21 **Procedures for Outside Personnel/Contractors**

6.21.1 Outside personnel/contractors shall be advised that the company has and enforces the use of lockout/tagout procedures. They will be informed of the use of locks and tags and notified about the prohibition of attempts to restart or re-energize machines or equipment that are locked out or tagged out.

6.21.2 The company will obtain information from the outside personnel/contractor about their lockout/tagout procedures and advise affected employees of this information.

6.21.3 The outside personnel/contractor will be required to sign a certification form (see Attachment). If outside personnel/contractor has previously signed a certification that is on file, additional signed certification is not necessary.

7 Periodic Inspection

7.1 A periodic inspection (at least annually) will be conducted of each authorized employee under the lockout/tagout procedure.

7.2 This inspection will be performed by Alex Garay.

7.2.1 If Alex Garay is also using the energy control procedure being inspected, then the inspection shall be performed by another party.

7.3 The inspection will include a review between the inspector and each authorized employee of that employee's responsibilities under the energy control (lockout/tagout) procedure. The inspection will also consist of a physical inspection of the authorized employee while performing work under the procedures.

7.4 Alex Garay will certify in writing that the inspection has been performed. The written certification (Attachment) shall be retained in the individual's personnel file.

8 Lockout Tagout Devices

8.1 Lockout devices and tagout devices shall be singularly identified; shall be the only devices(s) used for controlling energy; shall not be used for other purposes; and shall meet the following requirements:

8.1.1 Durable - Lockout and tagout devices must be capable of withstanding the environment to which they are exposed for the maximum period of time that exposure is expected.

8.1.1.1 Tagout devices must be constructed and printed so that exposure to weather conditions or wet and damp locations will not cause the tag to deteriorate or the message on the tag to become illegible.

8.1.1.2 Tags must not deteriorate when used in corrosive environments such as areas where acid and alkali chemicals are handled and stored.

8.1.1.3 Standardized - Lockout and tagout devices must be standardized within the facility in at least one of the following criteria:

8.1.1.4 Color; shape; or size; and additionally, in the case of tagout devices, print and format shall be standardized.

8.1.1.5 Substantial - Lockout devices must be substantial enough to prevent removal without the use of excessive force or unusual techniques, such as with the use of bolt cutters or other metal cutting tools.

8.1.1.6 Tagout devices, including their means of attachment, must be substantial enough to prevent inadvertent or accidental removal.

8.1.1.7 Tagout device attachment means must be of a non-reusable type, attachable by hand, self-locking, and non-releasable with a minimum unlocking strength of no less than 50 pounds and having the general design and basic characteristics of being at least equivalent to a one-piece, all environment-tolerant nylon cable tie.

8.1.2 Identifiable - Lockout devices and tagout devices must indicate the identity of the employee applying the device(s).

8.2 It is a requirement of Platinum Control Technologies that lockout or tagout devices must be affixed to each energy isolating device by authorized employees.

8.2.1 Lockout devices, where used, must be affixed in a manner that will hold the energy isolating devices in a safe or off position.

8.2.2 Tagout devices, where used, must be affixed in such a manner as will clearly indicate that the operation or movement of energy isolating devices from the safe or off position.

8.2.3 Where tagout devices are used with energy isolating devices designed with the capability of being locked, the tag attachment must be fastened at the same point at which the lock would have been attached.

8.2.4 Where a tag cannot be affixed directly to the energy isolating device, the tag must be located as close as safely as possible to the device in a position that will be immediately obvious to anyone attempting to operate the device.

9 Testing or Positioning of Machines, Equipment or Components

9.1 In situations in which lockout or tagout devices must be temporarily removed from the energy isolating device and the machine or equipment energized to test or position the machine, equipment or components, the following sequence of actions must be followed:

9.1.1 Clear the machine or equipment of tools and materials,

9.1.2 Remove employees from the machine or equipment area,

9.1.3 Remove the lockout or tagout devices,

9.1.4 Energize and proceed with testing or positioning,

9.1.5 Deenergize all systems and reapply energy control measures.

10 List of Authorized Personnel for Lockout/Tagout Procedures

Name	Job Title

11 Certification of Training (Authorized Personnel)

I certify that I received training as an authorized employer under Platinum Control Technologies 's Lockout/Tagout program. I further certify that I understand the procedures and will abide by those procedures.

_____ _____

AUTHORIZED EMPLOYEE SIGNATURE DATE

12 Certification of Training (Affected Personnel)

I certify that I received training as an Affected Employee under Platinum Control Technologies's Lockout/Tagout Program. I further certify and understand that I am prohibited from attempting to restart or re-energize machines or equipment that are locked out or tagged out.

_____ _____

AUTHORIZED EMPLOYEE SIGNATURE DATE

13 Lockout/Tagout Inspection Certification

I certify that ***Equipment*** was inspected on this date utilizing lockout/tagout procedures. The inspection was performed while working on

Equipment

_____ _____

AUTHORIZED EMPLOYEE SIGNATURE DATE

14 Outside Personnel/Contractor Certification

I certify that _____ and _____(outside personnel/contractor)

have informed each other of our respective lockout/tagout procedures.

_____ _____

AUTHORIZED EMPLOYEE SIGNATURE DATE

_____ _____

INSPECTOR SIGNATURE DATE

15 Equipment Specific Procedure for Platinum Control Technologies

(Date)

_____

15.1 Machine Identification

General Description:

_____

_____

Manufacturer:

_____

_____

Model Number: _____

Serial Number: _____

** If more than one piece of same equipment, list all serial numbers.*

15.2 Location of equipment:

_____

_____

15.3 Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types of operator controls: _____

_____

_____

_____

_____

_____

16 Energy Sources

16.1 The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy, etc.) present on this equipment are:

ENERGY SOURCE	LOCATION	Lockable Yes	Lockable No	Type lock or block needed

17 Shutdown Procedures

17.1 List the steps in order necessary to shut down and de-energize the equipment.

17.2 Be specific. For stored energy, be specific about how the energy will be dissipated or restrained.

Procedure: _____

_____

_____

Lock Type & Location: _____

_____

_____

How Will De-energized State Be Verified?_____

_____

_____

_____

_____

_____

_____

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN APPLICATION.

18 Start Up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: _____

_____

_____

_____

_____

_____

_____

Energy Source Activated: _____

_____

_____

_____

_____

_____

_____

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN APPLICATION.

19 Procedures for Operations and Service/Maintenance

19.1 List those operations where the procedures above do not apply [See 29 CFR 1910.147 (a)(2)]. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one method of determining appropriate measures.

Operation Name: _____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

20 Affected and Authorized Employees

List each person affected by this procedure and those authorized to use this procedure.

AFFECTED EMPLOYEES	
Name	**Job Title**
AUTHORIZED EMPLOYEES	
Name	**Job Title**

_____

Approved by Date

_____

Approved by Date

Platinum Control Technologies

Lockout / Tagout	Reference: 29 CFR 1910.147	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

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Management of Change	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 38

1 Management of Change Program

1.1 The purpose of this documented program is to provide the minimum requirements for Platinum Control Technologies Management of Change Documented Program, including the following:

1.1.1 Hazard Identification & Risk Assessment Process,

1.1.2 Management of Change Process,

1.1.3 Roles and Responsibilities,

1.1.4 Management of Change Review Team,

1.1.5 Change Validation Checklist Implementation,

1.1.6 Training Requirements.

1.2 Platinum Control Technologies has developed the following policy on Management of Change to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

1.3 This procedure applies to Platinum Control Technologies and all contractor's working under Platinum Control Technologies.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Definitions

4.1 Contractor Worker - A person who performs services for Platinum Control Technologies pursuant to an agreement between This Company and the person's employer.

4.2 A Contractor Worker is not a Platinum Control Technologies employee and remains subject to the control and employment terms of the Contractor Worker's own employer.

5 Training

5.1 Employees of Platinum Control Technologies must be educated to understand the benefits of managing change, the value of a Management of Change (MOC) program for protecting personnel safety, the integrity of the facility, and the environment.

6 Roles and Responsibilities

6.1 Alex Garay - Responsible for the implementation and documentation of the elements of this standard related to site change management procedures.

6.2 Alex Garay - Responsible for identifying and training the Site MOC Review Team in accordance with This Company's Management of Change Performance Standard.

6.3 Supervisors

6.3.1 Responsible for initiating the Change Validation Checklist or equivalent upon worker request.

6.3.2 Responsible for escalating per Platinum Control Technologies process if the change cannot be validated at the site level.

7 Requirements

7.1 Platinum Control Technologies will identify and comply with applicable regulatory requirements related to the Management of Change process on their site.

7.2 Platinum Control Technologies will have a process in place to conduct a hazard identification and Risk Assessment on people, equipment, and/or process changes and will be documented.

7.3 Platinum Control Technologies will identify a supervisor to review and validate requested changes.

7.4 Platinum Control Technologies will develop and implement a document to validate requested changes that exceeds or is at the minimum equivalent to This Company's Management of Change Validation Checklist.

7.5 Platinum Control Technologies will document all validations completed by Platinum Control Technologies and will make these documents available for review upon request by the leader who monitors the Platinum Control Technologies.

7.6 Platinum Control Technologies is responsible to inform the responsible This Company leader, who monitors the contractor, of the validated change.

7.7 Platinum Control Technologies is responsible for implementing a Management of Change Review Team and designate a supervisor.

7.8 Platinum Control Technologies is responsible to submit any event that may be considered or identified as a sentinel event to the responsible leader.

7.9 Platinum Control Technologies is required to attend and participate in This Company's site Management of Change Review Team meeting.

7.10 Platinum Control Technologies is responsible for validation signatures on the contractor document, equivalent to the Change Validation Checklist.

7.11 Platinum Control Technologies will train their employees on the Management of Change standard.

7.12 Platinum Control Technologies will forward documentation to the Management of Change Champion at their site verifying the training has been completed.

7.13 Platinum Control Technologies will maintain records relating to Management of Change activities in accordance with This Company's ILM requirements.

7.14 Platinum Control Technologies will perform an annual program evaluation to determine implementation effectiveness of the Management of Change Performance standard.

7.15 Platinum Control Technologies self-assessment will be forwarded by Platinum Control Technologies to the Management of Change Champion at the site.

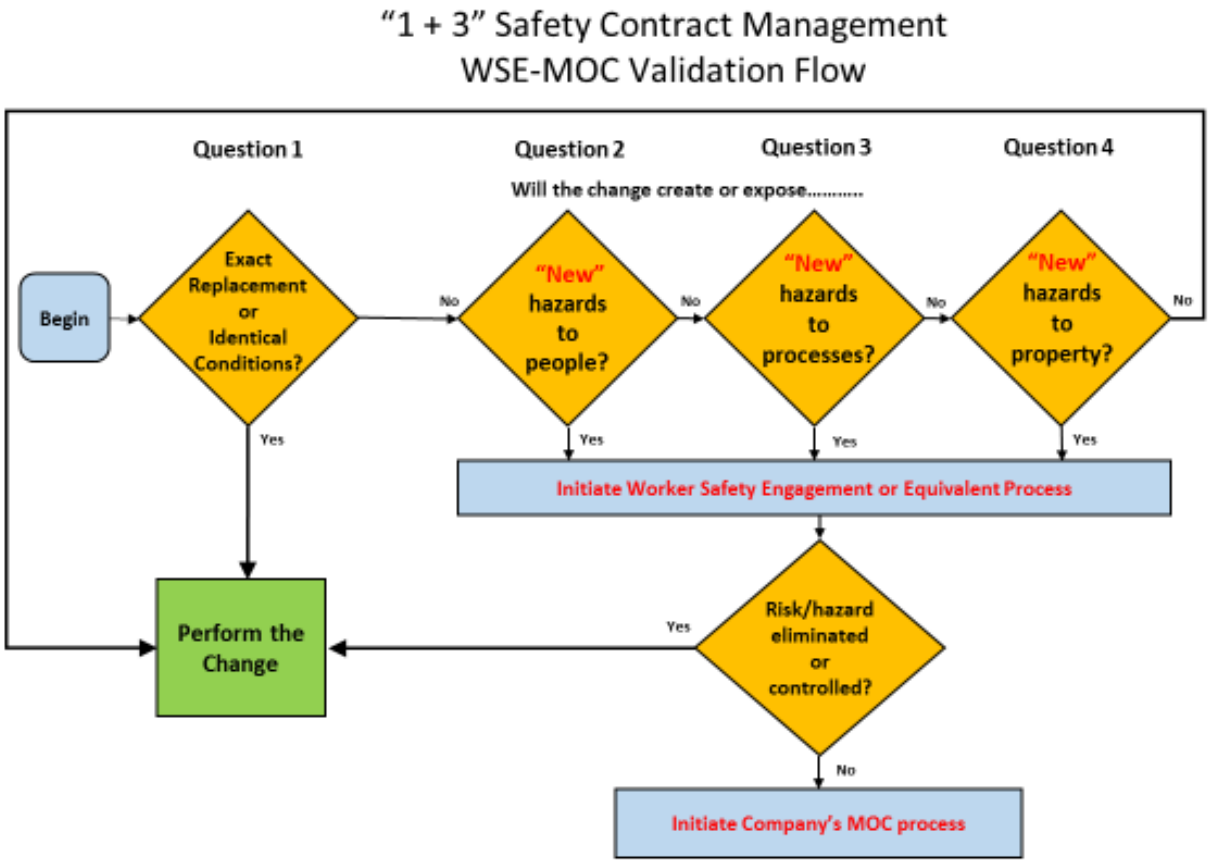
7.16 When there is an organizational change in supervisory personnel, that This_Company» Management of Change (MOC) procedure must be followed except in routine personnel absences and replacements, shift, and normal rotations.

7.17 Platinum Control Technologies shall consider environmental and safety considerations when contemplating potential changes and that such is part of the Management of Change (MOC) process.

7.18 It is a requirement of Platinum Control Technologies that the Management of Change (MOC) procedures be utilized for changes in operating procedures, safe work practices, and training programs and that company employees must be consulted regarding the proposed changes.

7.19 A formal communication process shall be used for consulting with and informing affected company employees of proposed changes and the consequences of such changes

8 "1 +3" Safety Contract Management WSE-MOC Validation Flow



9 Change Validation Checklist

	Change Validation Checklist - Version 6.0					
	Site:					
	Checklist Reference #:					
	Initiated By:					
	Contact Number:					
	Date Checklist Initiated:					
	Description of Change (Include Attachments As Necessary):					
	Each question must be answered by checking Yes or No for validation.					

	MOC 1 + 3 Approach (Questions 1 - 4)	**Yes**	**No**	**Risk/Hazard - Mitigation**	**Mitigation Validated**
1	Is the change an exact replacement?				
2	Will the change create or expose **"new"** hazards to people?				
3	Will the change create or expose **"new"** hazards to processes?				
4	Will the change create or expose **"new"** hazards to property (e.g. system, sub-system, equipment, device, or component)?				

If questions 2, 3, or 4 are answered yes, continue with questions 5 - 38.

		Yes	**No**	**Risk/Hazard - Mitigation**	**Mitigation Validated**
5	Is this a new, temporary, or modified process?				

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6	Will new or modified storage or handling of any materials be implemented for the requested change?					
7	Will current labeling for load ratings (visual) require revisions for implementation of the change?					
8	Will new equipment be required for implementation of the change?					
9	Will new or different pumps, motors, piping, valves, closures, enclosures, or guards (hard, interlocked, height, specialized) be required?					
10	Will new instruments or gauges be used for implementation of the change?					
11	Will a new chemical or raw material be introduced and require approval by the Chemical Control Committee?					
12	Will operating limits, controls, or software parameters be adjusted due to the change?					
13	Will increased or decreased process flow or feed rates, operating temperatures or pressures be modified for implementation?					
14	Will vessel design codes (e.g. pressure rating) require evaluation for implementation of the change					
15	Will heating and cooling loading be affected by the change?					
16	Will electrical voltage, coding, classifications, or static electricity conditions arise if the change were to be implemented?					
17	Will interlock or alarm settings be modified to accommodate the requested change?					
				Yes	**No**	**Risk/Hazard - Mitigation**	**Mitigation Validated**
18	Will an engineering analysis or professional certification (i.e. P.E./3rd Party) be required for implementation of the change due to material, structure, or construction?					

19	Will plant, plant floor, office, utilities, or equipment layouts require revisions (includes drawings)?				
20	Will engineering or maintenance records (Equipment cards, Maximo) require revisions for implementation of the change?				
21	Will operating procedures or process control parameters be affected by the change?				
22	Will maintenance task instructions (SOP's, Lockout Procedures, Pre Task Plans, etc.) require modification to implement the change?				
23	Will a new administrative procedure be required to implement the change?				
24	Will personnel training be required if the change is implemented?				
25	Is a new, temporary, or replacement employee in the area which requires training due to a new process, location, or task?				
26	Will the area require evaluation for noise exposure?				
27	Will Medical Response (Internal/External) be compromised due to the implementation of the change?				
28	Will emergency procedures (Take Shelter, Evacuation), training, and participation in drills be required for implementation?				
29	Are emergency exit routes/paths visible from all locations?				
30	Will additional Fire Protection (Fire Extinguishers, Fire Hoses, Alarm Boxes etc) be required for implementation of the change?				
31	Will area fire ratings require evaluation?				
32	Will operator procedures or instructions (e.g. STS, TIS. JES. SOP) require revisions to implement the change?				

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33	Will the change require adjustment to the current Personal Protective Equipment workplace assessment?				
34	Will the current ergonomic requirement or procedures be modified for implementation of the change?				
35	Will Human Resources, Security, or operating procedures or processes be modified for implementation of the change?				
36	Will the change require to be documented on the sites Risk Inventory Control document?				
37	Will health, safety, or environmental procedures be affected by the change?			If yes contact the appropriate resource for further action.	
38	Will safety, environmental, process, dust, or relief ventilation requirements be affected by the change?			If yes contact the appropriate resource for further action.	
39	Will the change affect air, water discharge, hazardous waste, permits, license, registration?			If yes, contact your environmental resource for further action.	

If Questions 5 through 38 are answered no, the change may be implemented. No further change management review for EH&S impacts is necessary.

If any question other than Question 1 is answered yes, further change management review is necessary. ***Documentation must be provided for validation of all Yes answers other than question # 1.***

Question 39	**Yes**	**No**		
Has the Change Validation Checklist been completed for the requested change?				
Question 40	**Yes**	**No**		
Has the Change Validation Checklist been forwarded to Alex Garay?				
Question 41	**Yes**	**No**		
The completed checklists will be retained by Alex Garay digitally at the main office.				

Site Validators (minimum of two) conducting this validation:							
Signature:			Date Validated:				
Signature:			Date Validated:				
If escalation is required to Regional or Global Validators, complete question 42.							
Question 42				**Yes**	**No**		
Is Alex Garay's validation necessary to fully address the EH&S impacts potentially caused by the change?							
Date requested change escalated to Regional Validator.							
Regional validator conducting this validation:							
Signature:			Date Validated:				
Date requested change escalated to Global Validator.							
Global (Corporate) Validator conducting this validation:							
Signature:			Date Validated:				

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Platinum Control Technologies

Manual Lifting	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 39

1 Manual Lifting Program

1.1 Lifting heavy items is one of the leading causes of injury in the workplace.

1.2 The Bureau of Labor Statistics reported that over 36 percent of injuries involving missed workdays were the result of shoulder and back injuries.

1.3 Over-exertion and cumulative trauma were the biggest factors in these injuries.

1.4 Platinum Control Technologies has developed the following policy on Manual Lifting to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, back braces, steel toed boots, work gloves, hard hats, eye & ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of Manual Lifting.

4.2 Employees should know and understand potential hazards associated with moving materials manually including but not limited to the weight and bulkiness of object, awkward posture, high-frequency and long-duration lifting, inadequate handholds, and environmental factors.

4.3 How to recognize and avoid materials handling hazards and include: dangers of lifting without proper training, avoidance of unnecessary physical stress and strain, awareness of what a worker can comfortably handle, use of equipment properly, recognition of potential hazards and how to prevent or correct them.

4.4 Job specific training will be given to all employees, particularly on how to do their job with the least amount of risk.

4.5 Additionally, job specific training will be given on safe lifting and work practices, hazards, and controls.

4.6 Training will include:

4.6.1 General principles of ergonomics/ways to avoid work related musculoskeletal disorders (WMSDs),

4.6.2 Recognition of hazards and injuries,

4.6.3 Procedures for reporting hazardous conditions and

4.6.4 Methods and procedures for early reporting of injuries.

5 Hazard Assessment

5.1 It is the policy of Platinum Control Technologies that a hazard assessment must be completed prior to any manual lifting is performed.

5.2 The assessment must consider:

5.3 Size,

5.4 Bulk and

5.5 Weight of the object(s),

5.6 If mechanical lifting equipment is required,

5.7 If two-man lift is required,

5.8 Where use of lifting equipment is impractical or not possible, two man lifts must be used.

5.9 Whether vision is obscured while carrying and

5.10 The walking surface and path where the object is to be carried.

6 Incident Investigation

6.1 It is the policy of Platinum Control Technologies that musculoskeletal injuries caused by improper lifting must be investigated and documented.

6.2 Incident investigations and root causes analyses must be performed when injuries related to lifting occur and corrective actions shall be taken.

6.3 Incorporation of investigation findings into work procedures will be accomplished to prevent future injuries.

7 Evaluations

7.1 Supervision must periodically evaluate work areas and employees' work techniques to assess the potential for and prevention of injuries.

7.2 New operations will be evaluated to engineer out hazards before work processes are implemented.

7.3 Supervisors are required to periodically monitor company employees for improper manual lifting techniques and to provide positive correction to prevent injuries.

7.4 When new operations are planned, that proper engineering controls such as lift assists, mechanical lifting devices, and other suitable engineering controls be evaluated to engineer out the hazards caused by manual lifting.

7.5 Management must evaluate employee work conditions, work techniques and procedures to assess the risk of injuries and to prevent such injuries in the design phase of the work.

8 Engineering Controls

8.1 Engineering controls such as work table height, ergonomic layout of the workplace, and use of lifts, jacks, and other machinery should be used to lessen the physical burden of lifting.

8.2 When other controls are not feasible, two man lifts must be used.

9 Manual Lifting Equipment

9.1 When moving materials manually, workers should attach handles or holders to loads. In addition, workers should wear appropriate personal protective equipment and use proper lifting techniques.

9.2 Manual lifting equipment will be provided for employees, such as:

9.3 Dollies,

9.4 Hand trucks,

9.5 Lift-assist devices,

9.6 Jacks,

9.7 Carts and

9.8 Hoists.

9.9 Manual lifting equipment must be used instead of manual lifting where possible.

9.10 Supervisors must enforce the use of lifting equipment.

10 Maximum Load Per Person

10.1 OSHA recommends the weight limit for individual lifting be 50 pounds, when lifting more than 50 pounds, it is recommended to use a lifting device, or two or more people involved. (The Buddy System)

Platinum Control Technologies

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Platinum Control Technologies

NFPA 70E	Reference: NFPA 70E	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 40

1 NFPA 70E Program

1.1 Nationwide more than 1,000 individuals are killed and another 30,000 injured each year from electrical shock.

1.2 Platinum Control Technologies has developed the following policy on NFPA 70E to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification training (CPR, AED, FA)

2.2 PPE: Safety vests, Arc flash, Gloves, Boots, Coveralls.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Employees will be trained in safety-related work practices and procedural requirements as necessary to provide protection from the electrical hazards associated with their respective job or task assignments.

4.2 Employees will be trained to identify and understand the relationship between electrical hazards and possible injury.

4.3 This training will be classroom or on-the-job type, or combination of the two.

4.4 The training will be documented to reflect date, instructor, employee name and verification of competency.

4.5 The training documentation will be retained for the duration of the employee's employment.

4.6 This training will be conducted before possible exposure to electrical hazards, annually, and additional training when required by the supervisor.

4.7 Employees exposed to shock hazards will be trained in methods of release of victims from contact with exposed energized electrical conductors or circuit parts.

4.8 Employees will be trained in CPR/AED/FA annually.

5 Electrical Safety General Rules

5.1 A job briefing must be held before starting each job and include all employees involved.

5.2 Always de-energize equipment and systems before performing any type of work on the equipment.

5.2.1 Troubleshooting and performing diagnostic testing on equipment are the only times employees can perform work on energized equipment.

5.2.2 An Arc Flash hazard assessment and review are required before starting each job, the employee in charge must conduct a hazard assessment with the employees involved.

5.2.3 The assessment shall cover such subjects as hazards associated with the job, work procedures involved, special precautions, energy source controls, and personal protective equipment requirements. (See Hazard Assessment Checklist)

5.3 Additional job briefings must be held if changes that might affect the safety of employees occur during the course of work.

5.4 Always inspect the equipment before you start to perform the job task. Look for any tears/cuts in the insulation, loose wires, etc. Always verify that the equipment is in good working condition!

5.5 Only qualified persons are allowed to work on energized equipment.

5.6 Unqualified persons are forbidden to work on energized equipment.

5.7 When things do not look right, or you question the integrity of the electrical system that you are working on, STOP and contact someone that will be able to help you. NEVER continue to work if you are unsure of the equipment.

5.8 Expect the unexpected and be alert at all times. A wire pops out of the panel when you open the door, someone before you left a tool in the panel, wires are old and the insulation starts to crack and fall apart. NEVER be complacent when working on electrical equipment.

5.9 Always wear the required protective clothing and PPE when performing work on live electrical equipment (>50 V) and position yourself within the Flash Protection Boundary.

5.10 Never work on or near live electrical equipment when impaired due to illness, fatigue or other reasons.

5.11 Be alert at all times when working near live parts greater than 50 V.

5.12 Never reach blindly into areas that might contain exposed live parts where an electrical hazard may exist.

5.13 Do not enter spaces containing live parts unless illumination is provided that enables you to perform work safely.

5 Electrical Safety General Rules Continued

5.14 Never work on live electrical equipment where there is a lack of illumination and/or obstructions preclude observation of the work to be performed.

5.15 All conductive tools and materials (tools, pipes, metal scaffold parts, etc.) must never come within the Flash Protection Boundary.

5.16 Never enter a Flash Protection Boundary without the required training and protective clothing and PPE.

5.17 Evaluate and control the work environment.

5.18 Plastic rimmed safety glasses with side shields and rubber soled work boots are required when working on electrical equipment.

5.19 Wear rubber-insulated gloves with leather protectors when there is a possibility that your hands may come in contact with an energized conductor.

5.20 Where possible, only place one hand in the panel at a time. Make sure that the free hand is not touching a grounded surface, because any current path that includes the heart (current running from hand to hand) is more likely to result in heart fibrillation than one that doesn't.

5.21 Never assume that a piece of equipment is de-energized. Always verify with a voltmeter.

5.22 Even after you verify that a piece of equipment is de-energized with a voltmeter, never grab a deenergized part. Always touch the de-energized part with the back of the hand first. This will eliminate your exposure to hold-on current.

5.23 Never wear jewelry of any kind while working on electrical equipment. This includes large metal belt buckles and tool belts.

5.24 Use approved insulated tools when working on an energized conductor.

5.25 Inspect the probes and rubber/plastic stops for cracks and tears before using them.

5.26 Verify that the meter and probes are rated for the voltage you are measuring.

5.27 Verify that the probes have good continuity before you take electrical readings.

5.28 Test the voltmeter on a known source (wall outlet) before and after taking electrical readings.

5.29 Wrap electrical tape around electrical switch contact screws before you place them back into an electrical box. This will help prevent grounding the switch to the metal box.

5 Electrical Safety General Rules Continued

5.30 When turning off a disconnect, stand to the side, face away from the disconnect, and pull the disconnect to the off position.

5.31 Never open a disconnect under load unless it is an emergency.

5.32 Use ground fault circuit interrupters (GFCI's) when working with temporary wiring and / or using electrical power tools and / or equipment.

5.33 When you are not working inside an electrical panel, always keep electrical panel/cabinet doors closed.

5.34 Never store electrical tools, meters, parts, etc. inside an electrical panel.

5.35 When digging a trench or hole, you must always call the local Diggers Hotline and identify the utilities before you start to excavate.

5.36 Before drilling or cutting into a wall, identify where the electrical lines, cables, phone lines, etc. are located.

5.37 Never stand in a puddle or on a wet surface while working on electrical equipment.

6 Live Electrical Work

6.1 This program requires all equipment be de-energized "Lockout/Tagout/Tried" if it is to be worked on.

6.1.1 The only two exceptions to this Program are: When continuity of service is required (troubleshooting and performing diagnostic testing).

6.2 **Important Note:** When working on energized electrical conductors or circuit parts that are not placed in an electrical safe condition "Lockout/Tagout/Tried" (i.e., for the reasons of increased or additional hazards or infeasibility per NFPA 70-E 130.1), work to be performed shall be considered energized electrical work and shall not be perform without a completed written permit.

6.2.1 See "Energized Electrical Work Permit"

7 Arc Flash Boundaries

7.1 Employees will be trained in the skills and techniques to:

7.1.1 Distinguish exposed energized electrical conductors and circuit parts from other parts of electrical equipment,

7.1.2 Determine the nominal voltage of exposed energized electrical conductors and circuit parts, the approach distances specified in program and

7.1.3 The decision making process necessary to determine the degree and extent of the hazard and the personal protective equipment and job planning necessary to perform the task safely.

7.2 There are four boundaries that need to be taken into consideration when approaching exposed energized conductors.

7.3 Employees that approach any of these boundaries need to protect themselves from two primary hazards:

7.3.1 Arcing and

7.3.2 Shock.

7.4 An arcing fault which can result from mechanical failure or human error is created when current flows through the air between phase conductors, or phase conductors and neutral or ground. Arcs can be produced by dropping tools, accidental contact with energized components, or through the use of improper work procedures.

7.5 In addition to temperatures as high as 35,000°F, an arc can generate a flash and blast that can create molten metal, pressure and sound waves, shrapnel, and intense light.

7.6 Shock can occur when a part of the body completes a circuit between two conductors or a grounding source.

7.7 Only authorized employees are allowed to work within the following four boundaries.

7.8 Unauthorized workers are not allowed to work within any of the four boundaries.

7.9 The four boundaries are:

7.9.1 Flash Protection Boundary – The distance from exposed live parts within which a person could receive a second degree burn if an electrical arc flash were to occur.

7.9.2 Limited Approach Boundary – The distance from an exposed live part within which a shock hazard exists.

7.9.3 Restricted Approach Boundary – The distance from an exposed live part within which there is an increased risk of shock due to an electrical arc, combined with inadvertent movement, for individuals working in close proximity to the live part.

7.9.4 Prohibited Approach Boundary – The distance from an exposed live part within which work is considered the same as making contact with the live part.

7.10 Approach Distance Chart

Nominal System Voltage Range, Phase to Phase	Exposed Movable Conductor	Exposed Fixed Circuit Part	Restricted Approach Boundary	Prohibited Approach Boundary
Less than 50	Not specified	Not specified	Not specified	Not specified
50 to 300	3.05m (10 ft 0in)	1.07 m (3 ft 3 in.)	Avoid contact	Avoid contact
301 to 750	3.05 m (10 ft 0 in.)	1.07 m (3 ft 6 in)	304.8 mm (1 ft 0 in.)	25.4 mm (0ft 1 in.)
751 to 15 kV	3.05 m (10 ft 0 in.)	1.53 m (5 ft 0 in.)	660.4 mm (2 ft 2 in)	177.8 mm (0 ft 7 in.)
15.1 kV to 36 kV	3.05 m (10 ft 0 in.)	1.83 m (6 ft 0 in.)	787.4 mm (2 ft 7 in.)	431.8 mm (1 ft 5 in.)
36.1 kV to 46 kV	3.05 m (10 ft 0 in.)	2.44 m (8ft 0 in.)	838.2 mm (2 ft 9 in.)	431.8 mm (1 ft 5 in.)
46.1 kV to 72.5 kV	3.05 m (10 ft 0 in.)	2.44 m (8 ft 0 in.)	965.2 mm (3 ft 3 in.)	635 mm (2 ft 2 in.)
72.6 kV to 121 kV	3.25 m (10 ft 8 in.)	2.44 m (8 ft 0 in.)	991 mm (3 ft 4 in.)	812.8 mm (2 ft 9 in.)
138 kV to 145 kV	3.36 m (11 ft 0 in.)	3.05 m (10 ft 0 in.)	1.093 m (3 ft 10 in.)	939.8 mm (3 ft 4 in.)
161 kV to 169 kV	3.56 m (11 ft 8 in.)	3.56 m (11 ft 8 in.)	1.22 m (4 ft 3 in.)	1.07 m (3 ft 9 in.)
230 kV to 242 kV	3.97 m (13 ft 0 in.)	3.97 m (13 ft 0 in.)	1.6 m (5 ft 8 in.)	1.45 m (5 ft 2 in.)
345 kV to 362 kV	4.68 m (15 ft 4 in.)	4.68 m (15 ft 4 in.)	2.59 m (9 ft 2 in.)	2.44 m (8 ft 8 in.)
500 kV to 550 kV	5.8 m (19 ft 0 in.)	5.8 m (19 ft 0 in.)	3.43 m (11 ft 10 in.)	3.28 m (11 ft 4 in.)
765 kV to 800 kV	7.24 m (23 ft 9 in.)	7.24 m (23 ft 9 in.)	4.55 m (15 ft 11 in.)	4.4 m (15 ft 5 in.)

8 Electrical Exposure

8.1 Employees who are working on energized electrical equipment greater than 50 V and are working within the Flash Protection Boundary are considered to be EXPOSED and need to wear the appropriate clothing and personal protective equipment.

8.1.1 Factors influencing the need/type of personal protective equipment (PPE)

8.2 Evaluate the equipment that you are working on and the tasks that you need to perform. Ask yourself these eight questions.

8.2.1 Is the equipment in good condition or does something look unusual?

8.2.1.1 If the equipment looks dented, smashed, broken, etc. please stop work immediately and contact your supervisor.

8.2.2 Will the circuit breaker protecting the equipment actually work?

8.2.2.1 For example, some breakers have never been exercised and may not work when necessary. It is common practice to exercise breakers every two to three years.

8.2.2.2 If you believe the breaker will not work when it needs to because of its poor or damaged condition, please stop work and contact your supervisor.

8 Electrical Exposure Continued

8.2.3 How close will you be to the exposed energized components?

8.2.3.1 Because the risk becomes greater the closer you are to the arc/flash, you may need to wear additional/alternative PPE.

8.2.4 How much current is there?

8.2.4.1 The greater the amount of amps available means the greater energy potential.

8.2.5 How close are you to the power source?

8.2.5.1 Fault current decreases the farther you are from the “up stream” power source. For example, the fault current would be much higher if you were working on a 480 V chiller starter 30 feet from its power source than if you were working on a roof top unit 500 feet away. The closer the power source the greater the fault current.

8.2.6 Can you keep those around you at least six feet away from the exposed live conductors? If this could be a problem use red “DO NOT ENTER” tape to restrict access.

8.2.6.1 Do not carry on conversations with workers, contractors, subcontractors, customers, etc. who are not wearing the required uniform or PPE within the flash protection boundary.

8.2.7 Will you be working on the equipment at an elevated level such as a ladder, platform or roof?

8.2.7.1 When working on energized equipment, make note of where you are standing and how your body is positioned. If you were to become part of the circuit, could you be freed without being exposed to a secondary hazard that is also life threatening (ie. fall from a ladder, etc.) or limit your ability to be freed because of limited access?

8.2.8 What are the consequences if something goes wrong?

8.2.8.1 Never make the assumption that an arc flash will not happen to you. Be prepared and follow the required safe work practices when working on live electrical equipment!

9 Incident Energy

9.1 Incident energy is the amount of energy created by an arc flash and is measured in calories per square centimeter (cal/cm2). The following three factors contribute to the amount of energy that is created by an arc flash.

9.1.1 Magnitude of the arc flash – the greater the amount of amps available means the greater energy potential.

9.1.2 Length of the blast – the longer the blast continues the greater the energy released.

9.1.3 Distance from the flash source - incident energy decreases as distance from the flash source increases.

10 Protective Devices

10.1 The amount of energy released during an arcing fault is based on two characteristics of the protective device protecting the affected circuit. These two characteristics are:

10.1.1 The time it takes the protective device to open.

10.1.2 The amount of fault current the protective device allows through.

10.2 For example: the faster the fault is cleared by the protective device, the lower the amount of energy released. If the protective device can also limit the current, reducing the actual fault current flowing through the arc, the lower the energy released.

11 Interrupting Rating

11.1 **NOTE:** Please use the following as a guideline only. Be careful when relying on circuit breakers for protection, as they are just like other mechanical devices. If they are not maintained properly, are located in a dirty environment, or are exposed to airborne chemicals, they may not operate as you'd expect.

11.2 The current rating a protective device (fuse or circuit breaker), can safely interrupt. Interrupting rating is also referred to as ampere interrupting capacity.

11.3 Circuit breakers can be rated in various increments between 5,000 A (the minimum rating allowed) and 200,000 A. The interrupting rating is dependent upon voltage. The interrupting rating on a circuit breaker at 240 V may equal 18,000 A. However, the same circuit breaker at 480 V has an interrupting rating of 14,000 A.

11.4 The following table identifies interrupting ratings for some common breakers and fuses:

Circuit Breakers	Rating
15 A 120 V circuit breaker	10,000 A
20 A 240 V circuit breaker	10,000 A
30 A 120/240 V circuit breaker	10,000 A
20 A 240 V circuit breaker	1 ph 10,000 A 3 ph 5,000 A
20 A 277 V circuit breaker	277 V ~14,000 A 125 DC 10,000 A
100 A 600 V circuit breaker	600 V 14,000 A 480 V 14,000 A 240 V 18,000 A
Fuse	**Rating**
FRN 3.5 A 250 V fuse	200,000 A
FRS-R 30 A 600 V fuse	200,000 A
FRN-R 60 A 250 V fuse	200,000 A
FRN 200 A 250 V fuse	100.000 A

11 Interrupting Rating Continued

11.5 As shown above, circuit breakers have lower interrupting ratings than fuses. Knowing how the equipment being worked on is protected—by either a circuit breaker or fuse, will help establish the interrupting rating of that equipment and the personal protective and safety equipment required when working on it. Equipment protected by circuit breakers rated for interrupting ratings of 10,000 A and below allow a decrease in the hazard class by one.

12 Personal Protective Equipment

12.1 When working within the Flash Protection Boundary (exposure to incident energy greater than 1.2 cal/cm2), employees are required to wear the required personal protective and safety equipment.

12.2 Employees not wearing the appropriate protective clothing and equipment must stay outside of the Flash Protection Boundary at all times.

12.2.1 All employees are required to wear safety glasses with side shields at all times!

12.2.2 Meltable fibers like nylon, polyester and spandex cannot be worn as an outer or under layer when working within a Flash Protection Boundary with exposed live energized parts greater than 50 V.

12.2.3 All PPE must be inspected prior to use or any incident including FR uniforms and coveralls. Defective equipment will be taken out of service immediately.

12.2.4 FR clothing must cover all ignitable clothing.

12.2.5 FR clothing and PPE must allow the employee to move freely and allow for good visibility.

12.2.6 Tight-fitting FR clothing must not be allowed due to the decrease in protection. Loose fitting FR clothing provides air gaps that increase the level of thermal protection.

12.2.7 FR clothing must fit properly so that it does not interfere with the work task.

13 Washing/drying/repairing Indura cotton FR clothing

13.1 Always pre-wash your FR clothing prior to wearing it for the first time. This will remove any residual chemicals on the fabric from the manufacturing process. The washing temperature should not exceed 160 F.

13.2 Do not wash your FR garments with any other garments. Fibers from the non-FR clothing can accumulate on the FR garments and ignite during a flash arc.

13.3 Do not bleach FR garments when washing. Bleaching will reduce the flame resistant qualities.

13.4 Tumble dry your garments and remove them immediately from the dryer. To help reduce shrinkage they should be left a little damp. Do not leave the garments sitting in a hot dryer when the tumbler is not in motion. Do not use drying temperatures above 160 F.

13.5 Repairs must be done using FR approved thread and patching material.

14 Labeling Requirements

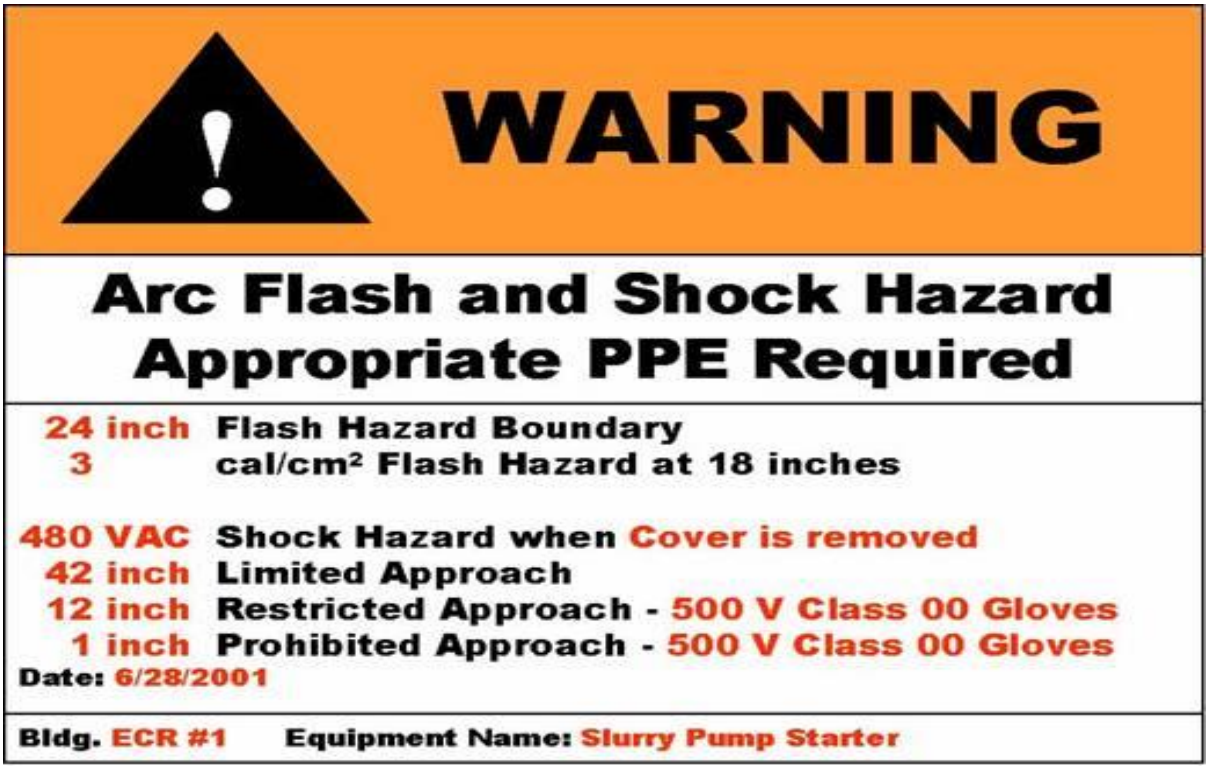
14.1 Platinum Control Technologies is responsible for complying with NEC labeling requirements. Complying with the labeling requirements is not the responsibility of the equipment manufacturers or installers.

14.2 All switchboards, panel boards, industrial control panels and motor control centers installed after 2002 needs to be labeled to warn against possible Arc Flash Hazard. Equipment installed before 2002 must be labeled when modified or upgraded.

14.3 **Note:** All electrical panels and equipment must be kept clear and free from obstacles at all times.

14.4 There are several types of labels ranging from basic to labels that have the specific hazard analysis information including the Flash Protection Boundary, Flash Hazard Category, Arc Rating (cal/cm2) and PPE requirements.

14.5 Example Label:



15 Insulated Tools

15.1 Platinum Control Technologies employees should never be working on or near energized parts with any type of hand tools. However, there may be some special circumstances that will require the use of insulated tools.

15.2 Insulated tools will be used whenever tools might make accident contact with energized parts. Insulated tools will be:

15.2.1 Rated for the voltage that is present.

15.2.2 Inspected prior to use.

15.2.3 Constructed with two color layer insulation so that a visual inspection can detect insulation damage.

15.2.4 Properly stored and maintained.

16 Multimeter

16.1 The following steps should be followed to verify that your multimeter is properly functioning. We are using the Fluke 87 multimeter for this example; the steps will be the same regardless of the brand of multimeter you use.

16.2 These steps should be done prior to using the meter:

16.2.1 Inspect test leads and rubber stops for cracks and tears in the insulation. Only test leads with rubber stops are allowed to be used. The rubber stops help protect your fingers from coming in contact with the circuit.

16.2.2 Plug the black test lead into the common jack.

16.2.3 Plug the red test lead into the voltage jack.

16.2.4 Set the function switch to resistance.

16.2.5 Push the Peak Min/Max button.

16.2.6 Verify that the test leads have good continuity by touching the tips together. You should hear a steady beep.

16.2.7 Set the function switch to Volts AC.

16.3 **Note:** Remember that you must wear safety glasses with side shields and rubber soled work boots when performing work on electrical equipment. Also, never wear jewelry of any kind while working on electrical equipment. This includes large metal belt buckles and tool belts.

16.3.1 Test the meter on a known source.

16.3.2 The meter is now ready to be used.

17 Deenergization

17.1 The following steps should be followed when verifying that an electrical energy source has been deenergized:

17.2 We will use a basic three-phase 480 V disconnect as an example.

17.3 These steps should be done prior to using the meter:

17.3.1 Inspect test leads and rubber stops for cracks and tears in the insulation. Only test leads with rubber stops are allowed to be used. The rubber stops help protect your fingers from coming in contact with the circuit.

17.3.2 Plug the black test lead into the common jack

17.3.3 Plug the red test lead into the voltage jack

17.3.4 Set the function switch to resistance

17.3.5 Push the Peak Min/Max button

17.3.6 Verify that the test leads have good continuity by touching the tips together. You should hear a steady beep.

17.3.7 Set the function switch to Volts AC

17.3.8 **Note:** Remember that you must wear safety glasses with side shields and rubber soled work boots when performing work on electrical equipment. Also, never wear jewelry of any kind while working on electrical equipment. This includes large metal belt buckles and tool belts.

17.3.9 Test the meter on a known source.

17.3.10 The meter is now ready to be used.

17.3.11 Evaluate the work area and equipment that you are going to be working on. Make sure that there is no water on the floor, equipment is in good condition (no dents, loose controls, etc.) and nothing is on top of the disconnect that could fall and create an arc.

17.3.12 Stand to the side, face away from the disconnect, and with one swift motion snap the disconnect to the off position. Standing to the side carefully open the disconnect and expect the unexpected – wire pops out of the panel when you open the door, someone before you left a tool in the panel, wires are old and the insulation starts to crack and falls apart. NEVER feel complacent when working on electrical equipment.

17 Deenergization Continued

17.3.13 Evaluate the inside of the cabinet. Verify that everything inside the cabinet is in good working condition. When things do not look right, or you question the integrity of the electrical system that you are working on, STOP and contact someone who will be able to help you. NEVER continue to work on if you are unsure of the equipment.

17.3.14 During the evaluation you also want to examine the disconnect for all incoming power sources. Every disconnect and electrical panel is different and some of them have multiple energy sources! For this example, we examine the disconnect and determine that there is only one power source coming into the cabinet and to the contacts. Remember by turning the disconnect off you only de-energized the load side. This means that the line side will always be energized unless you de-energize the electrical panel that is supplying power to this disconnect.

17.3.15 Change your common probe to an alligator clamp. Using the alligator clamp allows you to place only one hand inside the cabinet. Remember, you never want to have both hands inside the cabinet at the same time. Always make sure that your free hand is not touching a grounded surface.

17.3.16 Set the function switch to resistance.

17.3.17 Push the Peak Min/Max button

17.3.18 Verify that the alligator clamp and probe have good continuity by touching the probe tip to the alligator clamp. You should here a steady beep.

17.3.19 Clip the alligator clamp to the cabinet. You may have to twist the clamp so that it breaks the painted surface and makes contact with the metal.

17.3.20 Verify that the alligator clamp and probe have good continuity by touching the probe to the cabinet. Remember, you may have to push down on the probe to break the painted surface. You should here a steady beep. If you do not hear a steady beep, you will have to adjust the alligator clamp until you do.

17.3.21 Set the function switch to Volts AC, stand to the side of the cabinet and test the load side of the contacts. Test all three phases. The load side is de-energized when you do not get any voltage readings.

17.3.22 Carefully close disconnect and place your lock, hasp and identification tag on the disconnect.

18 Determining Voltage

18.1 In fossil-fueled plants, burning coal, oil or natural gas in a boiler produces heat. At nuclear plants, the heat is produced by fission, splitting atoms in nuclear fuel.

18.2 The nuclear reaction heats water under pressure to prevent it from boiling, much like a pressure cooker.

18.3 That water is then used to heat another water system that is not under pressure, which boils and produces steam.

18.4 The steam spins a turbine; the turbine spins a generator filled with magnets and coils of wire, and electricity is produced.

18.5 The generator produces the electricity, typically at about 20,000 volts AC.

18.6 This electrical power is then distributed to a generator transformer, which steps up the voltage to either 230,000 or 345,000 volts.

18.7 The power is distributed to a switchyard or substation where the power is then sent offsite.

18.8 Remember that voltage is pressure, so the utility needs to step up the voltage so that it can travel long distances at higher pressure.

18.9 Most utility companies will distribute power to buildings in the range of 13,200 V to 26,400 V. It is then up to the building owner to “transform” this power into usable voltage.

18.10 This is done by transformers.

18.11 Voltage is regulated by how the transformer wires are wound.

18.12 The winding that receives current from the line side is called the primary winding.

18.13 The winding that delivers current to the load side is called the secondary winding.

18.14 The relationship of the primary voltage to the secondary voltage is called the voltage ratio.

18.15 If one winding has twice as many turns of wire as the other, it will have twice the voltage.

18.16 When the ratio is given as 10:1, it means that the high-voltage winding contains 10 times as many turns as the low-voltage winding.

18.17 The higher value in the ratio pertains to the high-voltage winding, and the lower value (often 1) to the low-voltage winding.

18.18 The ratio of the number of turns of wire in the primary to the number of turns of wire in the secondary is known as the *turns ratio*.

19 Auditing

19.1 Auditing of field work will be conducted annually for verification of compliance and effectiveness of the program.

19.2 The written program must be updated if auditing determines that employees are not following it or if another issue is identified with potential hazardous exposure.

20 Unique Hazards

20.1 Platinum Control Technologies will advise the host employer of:

20.1.1 Any unique hazards presented by the contract employer's work;

20.1.2 Any unanticipated hazards found during the contract employer's work that the host employer did not mention; and

20.1.3 The measures the contractor took to correct any hazards reported by the host employer to prevent such hazards from recurring in the future.

21 Retraining

21.1 It is the policy of Platinum Control Technologies that employees will receive additional training (or retraining) under any of the following conditions:

21.1.1 If the supervision or annual inspections indicate that the employee is not complying with the safety-related work practices,

21.1.2 If new technology, new types of equipment, or changes in procedures necessitate the use of safety-related work practices that are different from those that the employee would normally use or

21.1.3 If he or she must employ safety-related work practices that are not normally used during his or her regular job duties.

21.1.4 Retraining will be performed at intervals not to exceed 3 years.

22 Testing, Troubleshooting & Voltage Measuring

22.1 Only qualified persons are allowed to perform tasks such as testing, troubleshooting, and voltage measuring within the limited approach boundary of energized electrical conductors or circuit parts operating at 50 volts or more or where an electrical hazard exists.

22.2 Test instruments, equipment, and their accessories will meet the requirements of ANSI/ISA-61010-1-Safety Requirements for Electrical Equipment for Measurement, Control, and Laboratory Use - Part 1 General Requirements, for rating and design requirements for voltage measurement and test instruments intended for use on electrical systems 1000 Volts and below.

22 Testing, Troubleshooting & Voltage Measuring Continued

22.3 When test instruments are used for the testing for the absence of voltage on conductors or circuit parts operating at 50 volts or more, the operation of the test instrument will be verified before and after an absence of voltage test is performed.

22.4 Test intervals for rubber insulating personal protective equipment must be conducted.

22.4.1 Blankets-before first issue/every 12 months thereafter,

22.4.2 Gloves-before first issue and every 6 months,

22.4.3 Sleeves before first issue and every 12 months and

22.4.4 Covers and Line hose shall be testing if insulating value is suspect.

23 Energized Electrical Work Permit

23.1 Work on energized electrical conductors or circuit parts that cannot be placed in an electrically safe work condition must be performed by written permit only.

23.2 Work performed on electrical conductors and circuit parts operating at less than 50 volts will not be required to be de-energized if it is determined that there will be no increased exposure to electrical burns or explosion.

24 Illumination

24.1 Employees must not enter spaces containing electrical hazards unless illumination is provided that enables the employees to perform the work safely.

24.2 Where lack of illumination or an obstruction precludes observation of the work to be performed, employees shall not perform any task within the Limited Approach Boundary of energized electrical conductors or circuit parts operating at 50 volts or more or where an electrical hazard exists.

25 PPE Requirements

25.1 All PPE used must meet the requirements in Table 130.7(C)(14).

25.2 PPE requirements in the table apply to many different kinds of PPE: arc rated apparel, insulating aprons, general eye and face protection, arc rated face protection, fall protection, testing methods and specifications for footwear, glove and sleeve testing and care, hard hats, arc rated rainwear, visual inspections of rubber protective products and sleeves.

25.3 The related standards for each kind of PPE are found in their ASTM or ANSI document in the table.

26 Alerting Techniques

26.1 Safety signs and tags, barricades, and attendants must be used.

26.2 Safety signs must meet the requirements of ANSI Z535 Table 130.7(F).

26.3 Barricades must be used in conjunction with safety signs and never by themselves.

26.4 The technique used must not increase the potential for employee injury.

Platinum Control Technologies

27 ENERGIZED ELECTRICAL WORK PERMIT (Form)

27.1 TO BE COMPLETED BY THE REQUESTER: Job/Work Order Number _____

27.1.1 Description of circuit/equipment/job location: _____

_____

_____

27.1.2 Description of work to be done: _____

_____

_____

27.1.3 Justification of why the circuit/equipment cannot be de-energized or the work deferred until the next scheduled outage: _____

_____

_____

27.1.4 Requester/Signature: _____ Date: _____

27.2 TO BE COMPLETED BY THE ELECTRICALLY QUALIFIED PERSONS DOING THE WORK:

27.2.1 Detailed job description procedure to be used in performing the above detailed work:

_____

27.2.2 Description of the Safe Work Practices to be employed:

_____

27.2.3 Results of the Shock Hazard Analysis:

_____

27.2.4 Determination of Shock Protection Boundaries:

_____

27.2.5 Results of the Arc Flash Hazard Analysis:

_____

27.2.6 Determination of the Arc Flash Protection Boundary:

_____

27.2.7 Necessary personal protective equipment to safely perform the assigned task:

_____

27.2.8 Means employed to restrict the access of unqualified persons from the work area:

_____

27.2.9 Evidence of completion of a Job Briefing including discussion of any job-related hazards:

_____

27.2.10 Do you agree the above described work can be done safely? Yes No (If *no,* return to requester)

27.2.11 Electrically Qualified Person(s)_____ Date: _____

27.3 APPROVAL(S) TO PERFORM THE WORK WHILE ELECTRICALLY ENERGIZED:

_____ _____

Department Manager Maintenance/Engineering Manager

Date: _____ Date: _____

_____ _____

Department Safety Manager Electrically Knowledgeable Person

Date: _____ Date: _____

_____ _____

Assistant Department Director Department Director

Date: _____ Date: _____

27.3.1 Note: Once the work is complete, forward this form to the Department Safety for review and retention.

28 Hazard Assessment and Planning Checklist

28.1 Identify:

The hazards: _____

The voltage levels involved: _____

Skills required: _____

Any “foreign” (secondary source) voltage source: _____

Any unusual work conditions: _____

Number of people needed to do the job: _____

The shock protection boundaries: _____

The available incident energy: _____

Potential for arc flash (conduct an arc flash-hazard analysis): _____

28.2 Ask:

Can the equipment be de-energized? _____

Are backfeeds of the circuits to be worked on possible? _____

Is a “standby person” required? _____

28.3 Check:

Job plans: _____

Single-line diagrams and vendor prints: _____

Status board: _____

Information on plant and vendor resources is up to date: _____

Safety procedures: _____

Vendor information: _____

Individuals are familiar with the facility: _____

28.4 **Know:**

What the job is: _____

Who else needs to know-communicate: _____

Who is in charge: _____

21 Hazard Assessment and Planning Checklist Continued

28.5 **Think:**

About the unexpected event…What if? _____

Lock-Tag-Try: _____

Test for voltage-first: _____

Use the right tools and equipment, including PPE: _____

Install and remove grounds: _____

Install barriers and barricades: _____

What else? _____

28.6 **Prepare for an Emergency:**

Is the standby person CPR trained? _____

Is the required emergency equipment available? _____

Where is it? _____

Where is the nearest phone? _____

Where is the fire alarm? _____

Is confined space rescue available? _____

What is the exact work location? _____

How is the equipment shut off in an emergency? _____

What is the emergency phone number? _____

Where is the nearest fire extinguisher? _____

Are radio communications available? _____

Platinum Control Technologies

Noise Exposure / Hearing Conservation	Reference: 29 CFR 1926.52, 1910.95	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 41

1 Noise Exposure Program

1.1 Twenty-two million workers are exposed to potentially damaging noise at work each year. In 2016 U.S. business paid more than $1.5 million in penalties for not protecting workers from noise.

1.2 While it's impossible to put a number to the human toll of hearing loss, an estimated $242 million is spent annually on workers' compensation for hearing loss disability.

1.3 **Health Effects**

1.3.1 Exposure to high levels of noise can cause permanent hearing loss. Neither surgery nor a hearing aid can help correct this type of hearing loss. Short term exposure to loud noise can also cause a temporary change in hearing (your ears may feel stuffed up) or a ringing in your ears (tinnitus). These short-term problems may go away within a few minutes or hours after leaving the noise. However, repeated exposures to loud noise can lead to permanent tinnitus and/or hearing loss.

1.3.2 Loud noise can create physical and psychological stress, reduce productivity, interfere with communication and concentration, and contribute to workplace accidents and injuries by making it difficult to hear warning signals. The effects of noise induced hearing loss can be profound, limiting your ability to hear high frequency sounds, understand speech, and seriously impairing your ability to communicate.

1.4 Platinum Control Technologies has developed the following policy on Noise Exposure / Hearing Conservation to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness Training

2.2 PPE: Ear plugs/muffs., safety vests

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Hearing Protection

4.1 Appropriate hearing protection will be provided at no cost and must be worn as specified by project supervisors. Hearing protection will be worn when it will provide greater safety and protection benefits.

4.2 Employees shall be given the opportunity to select their hearing protectors from a variety of suitable hearing protectors provided by the employer.

4.3 When working at a client's site, employees will adhere to the hearing protection requirements of either the client or Platinum Control Technologies, whichever requirements are more stringent.

4.4 The requirements outlined below are mandatory while working in this company's workshop or on its projects. They apply to all employees, visitors and contractors.

4.5 Only company-approved hearing protection will be used.

4.6 Hearing protection will be worn at all times when noise levels are suspected of equaling or exceeding 90 dBA.

4.7 When information indicates that employee exposure may equal/exceed the 8 hr time-weighted avg. of 85 decibels, a monitoring program will be implemented to identify employees to be included in the hearing conservation program.

4.8 An audiometric testing program will be established and maintained by making audiometric testing available to all employees at no cost whose exposures equal or exceed an 8-hr. time-weighted avg. 85 decibels.

4.9 When information indicates that any company employee's exposure may equal or exceed an 8-hour time-weighted average (TWA) of 85 dBA, Platinum Control Technologies shall develop and implement a monitoring program.

4.10 Use of portable radios with earphones is prohibited at all times.

5 Identification of Noise Sources

5.1 Noise levels will be determined for all high-noise areas and equipment.

5.2 Representative monitoring will be performed to determine personnel exposures where appropriate.

5.3 Equipment or areas with noise levels equal to or exceeding 85 dBA will be identified with labels or signs, which will be posted on the individual pieces of equipment (whether owned and leased) or at the entrance to noisy areas.

5.4 The sign or label will state either "Hearing Protection Is Required While the Equipment Is Operating" or "Hearing Protection Is Required While Working in the Area" or similar wording, as appropriate.

5.5 Equipment typically requiring labels includes but is not limited to compressors, forklifts, generators and pneumatic tools.

5.6 Labels will be placed where the operator can readily see the warning, such as next to power switches.

5.7 The requirements of this policy will be included in specifications when purchasing, renting or leasing equipment.

6 Reduction of Noise Levels

6.1 Whenever practical, noise levels identified as exceeding 85 dBA will be reduced by means of engineering or administrative controls, including isolation, enclosure and application of noise-reduction materials.

6.2 Specific noise environments and noise reduction ratings (NRRs) must be considered when selecting the type of hearing protection (ear plugs, ear muffs or both) for a particular job.

7 Training

7.1 A current copy of the Occupational Noise Standard, 29 CFR 1926.52, will be posted in the company's main office. Copies will be made available to employees on request.

7.2 Hearing protectors shall be replaced as necessary. Platinum Control Technologies shall provide training in the use and care of all hearing protectors and ensure proper initial fitting and supervise the correct use of all hearing protectors.

7.3 Once each calendar year, training will be conducted for all employees who may be exposed to noise levels of 85 dBA or greater.

7.3.1 At a minimum, the training program will include a discussion of the following:

7.3.1.1 The purpose of hearing protection.

7.3.1.2 The effectiveness, advantages and disadvantages of various types of hearing protection.

7.3.1.3 Pertinent noise-monitoring results.

7.3.1.4 Specific equipment and/or operations that produce high noise levels.

7.3.1.5 The purpose of audiometric testing and an explanation of testing procedures.

7.3.1.6 Training records will be kept at the main office and made available.

8 Responsibilities

8.1 Each employee is responsible for:

8.1.1 Following the instructions received in the training program.

8.1.2 Wearing proper hearing protection when needed.

8.1.3 Foremen and supervisors are responsible for ensuring:

8.1.4 Hearing protection is used in areas or operations where such use is required.

8.1.5 Affected employees receive appropriate training and participate in annual audiometry as required.

8.1.6 High-noise areas and equipment are identified and labeled accordingly.

8.2 Management is responsible for:

8.2.1 Determining whether noise reduction is feasible by means of engineering controls.

8.2.2 Ensuring adequate supplies of ear plugs or other well-maintained hearing protection devices are available.

8.2.3 Determining the adequacy of hearing-protection devices.

8.2.4 Assisting in training as necessary.

8.2.5 Coordinating and overseeing all audiometric testing.

9 Baseline Audiogram

9.1 It is a requirement of Platinum Control Technologies that within 6 months of an employee's first exposure at or above the action level:

9.1.1 A valid baseline audiogram will be established, which future audiograms can be compared against.

9.1.2 When a mobile van is used, the baseline must be established within 1 yr.

9.2 Baseline audiogram testing will be done only after the employee has had 14 hours free from exposure to workplace noise.

9.2.1 Hearing protection may be used to meet the requirement.

9.2.2 Employees will also be notified to avoid high levels of noise.

9.3 Platinum Control Technologies will obtain a new audiogram for each employee exposed at or above an 8-hour time-weighted average of 85 decibels at least annually after obtaining the baseline audiogram.

9.3.1 Each employee's annual audiogram will be compared to that employee's baseline audiogram to determine if the audiogram is valid and if a standard threshold shift has occurred.

9.3.2 If a comparison of the annual audiogram to the baseline audiogram indicates a standard threshold shift, the employee shall be informed of this fact in writing, within 21 days of the determination.

9.4 Accurate records of all employee exposure and audiometric measurements shall be maintained as required by the regulation.

10 Hearing Protection Re-evaluation

10.1 Unless a physician determines that the standard threshold shift is not work related or aggravated by occupational noise exposure, Platinum Control Technologies will ensure that employees already using hearing protectors will be refitted and retrained in the use of hearing protectors and provided with hearing protectors offering greater attenuation if necessary.

10.2 The employee will be referred for a clinical audiological evaluation or an otological examination, as appropriate, if additional testing is necessary or if the employer suspects that a medical pathology of the ear is caused or aggravated by the wearing of hearing protectors.

10.3 It's a requirement of Platinum Control Technologies to evaluate hearing protector attenuation for the specific noise environments in which the protector will be used.

11 Hearing Conservation Checklist

11.1 Procedures to be taken.

11.1.1 Have all employees been monitored for exposure to noises?

11.1.2 Do monitoring results indicate that employees are overexposed?

11.1.3 If testing indicates overexposure, circle the types of controls implemented:

11.1.3.1 Engineering

11.1.3.2 Administrative

11.1.3.3 Work Practices

11.1.4 Have employees been provided with hearing protectors?

11.1.5 If hearing protectors have been provided, circle the type being used. If multiple types are used, list employees and types being used in the space below.

11.1.5.1 Ear Muffs

11.1.5.2 Disposable Ear Plugs

11.1.5.3 Fitted Ear Plugs

11.1.6 Have employees been trained to understand noise hazards and the measures taken to control noise, including wearing protectors?

11.1.7 Have employees received baseline audiometry?

11.1.8 For those employees who have received a baseline, has an annual audiogram been given?

11.1.9 If an employee has suffered hearing loss, have procedures been developed to prevent further hearing loss from occurring?

11.1.10 Has a record-keeping system been developed to track information from physicians and training?

12 Awareness Training

12.1 Training will be provided prior to initial assignment by Platinum Control Technologies for all employees who are exposed to a noise action level or work in high noise areas.

12.2 The training must be repeated annually for each employee.

12.3 Training will be updated consistent to changes in PPE and work processes and include the proper techniques of wearing hearing protection.

13 Change of Process

13.1 Monitoring must be repeated whenever a change in production, process, equipment or controls increases noise exposures to the extent that:

13.1.1 Additional employees may be exposed at or above the action level or the attenuation provided by hearing protectors being used by employees may be rendered inadequate.

CHAPTER 42

1 Non-DOT Drug & Alcohol Program

1.1 It is the policy of Platinum Control Technologies that the use, sale, purchase, transfer, possession, or presence in one's system of any controlled substance (except medically prescribed drugs). by any employees while on the Company's premises, engaged in Company business, operating Company equipment, or while under the authority of the Company is strictly prohibited.

1.2 Platinum Control Technologies further maintains a policy that the unauthorized use, sale, purchase, transfer, possession, or presence in one's system of alcohol or any other intoxicating agent by any employee while on the Company's premises, engaged in Company business, operating Company equipment, or while under the authority of the Company is strictly prohibited.

1.3 There are many reasons why we have implemented a drug and alcohol testing program, they include but are not limited to:

1.3.1 Deter employees from abusing alcohol and drugs.

1.3.2 Prevent hiring individuals who use illegal drugs.

1.3.3 Be able to identify early and appropriately refer employees who have drug and/or alcohol problems.

1.3.4 Provide a safe workplace for employees.

1.3.5 Protect the general public and instill consumer confidence that employees are working safely.

1.3.6 Benefit from Workers' Compensation Premium and Group Discount programs.

1.3.7 Comply with State, Federal and Local laws and regulations.

1.4 Platinum Control Technologies has developed the following policy on Drug and Alcohol to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

1.5 This policy applies to all employees of Platinum Control Technologies.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Records

4.1 All employee drug and alcohol test records are considered confidential.

4.2 Employee alcohol and controlled substance test records will only be released in the following situations:

4.2.1 To the active employee, upon their request,

4.2.2 Upon written consent by the employee authorizing the release to a specified individual,

4.2.3 Upon request of state or local officials with regulatory authority over the Company,

4.2.4 Upon request of the United States Secretary of Transportation,

4.2.5 Upon request by the National Transportation Safety Board (NTSB) as part of an accident investigation,

4.2.6 In a lawsuit, grievance, or other proceeding when legally applicable,

4.2.7 Upon request by subsequent employers upon receipt of a written request by an employee.

5 Testing

5.1 Employees of Platinum Control Technologies may be subject to each of the following types of drug and alcohol tests:

5.2 **Pre-Employment (drug only)**

5.2.1 Employees will be subject to a drug and alcohol test prior to employment. No employee will be permitted to perform any safety-sensitive function, including the driving of any company vehicle, until they have received a negative drug and alcohol test result.

5.3 **Post-Accident**

5.3.1 In the event of an accident involving a commercial motor vehicle operating on a public road in commerce, the involved employee will be subject to a drug and alcohol test immediately in the following circumstances:

5.3.1.1 If the accident involved the loss of human life;

5.3.1.2 If the employee receives a citation for a moving traffic violation arising from the accident, and the accident involves either:

5.3.1.2.1 Bodily injury to any person who immediately receives medical treatment away from the scene of the accident; or

5.3.1.2.2 One or more motor vehicles incurring disabling damage requiring the motor vehicle to be transported away from the scene by tow.

5 Testing Continued

5.4 **Random**

5.4.1 Employees will be subject to random drug and alcohol testing. Random testing will be conducted without notice to randomly selected employees. Employees may be grouped into drug and alcohol testing pools based on job function. All employees within each pool have an equal chance of testing.

5.5 **Reasonable Suspicion**

5.5.1 Employees will be subject to reasonable suspicion drug and alcohol testing if a trained supervisor or trained company official believes or suspects that the employee is under the influence of drugs or alcohol (or both).

5.6 **Return-to-Duty & Follow-Up**

5.6.1 Employees retained by the Company after a positive test result or a test refusal will be subject to return-to-duty drug and alcohol testing. No employee will be permitted to perform any safety-sensitive function until they have received a verified negative drug and alcohol test result. Thereafter, such employees will be subject to certain follow-up drug and alcohol testing as established by Substance Abuse Professional (SAP).

6 Refusal to Submit to a Drug and/or Alcohol Test

6.1 You are considered to have refused to take a drug and/or alcohol test if you:

6.1.1 Drug Test

6.1.1.1 Fail to appear at a collection site for any test (except a pre-employment test) within a reasonable time, as determined by the Company. This includes the failure of the employee to appear for a test when called by the Company's third party administrator.

6.1.1.2 Fail to remain at the collection site until the testing process is complete; Provided that a person who leaves the testing site before the testing process commences for a pre-employment test is not deemed to have refused to test.

6.1.1.3 Fail to provide a specimen.

6.1.1.4 Fail to permit a monitored or observed collection if the Company ordered or if the collector required the collection to be monitored or observed.

6.1.1.5 Fail to provide a sufficient amount of urine specimen, provided the Medical Review Officer (MRO) finds there was no medical reason for the employee to provide insufficient amount of urine.

6.1.1.6 Fail or decline to take an additional drug test that the Company or collector has directed.

6.1.1.7 Fail to undergo a medical examination or evaluation the MRO or the Company has directed.

6.1.1.8 Fail to cooperate with any part of the specimen collection process.

6.1.1.9 Fail, for an observed collection, to follow the instructions to raise and lower clothing and turn around.

6.1.1.10 Possess or wear a prosthetic or other device that could be used to interfere with the collection process if the employee is found to have or wear a prosthetic or other device designed to carry clean urine or a urine substitute.

6.1.1.11 Admit to the collector to having adulterated or substituted the specimen.

6.1.1.12 Adulterate or substitute a urine specimen.

6.1.1.13 Admit to the MRO to having adulterated or substituted the specimen.

6.2 **Alcohol Test**

6.2.1 Fail to appear at an alcohol test site for any test within a reasonable time, as determined by the Company. This includes the failure of the employee to appear for a test when called by the Company's third party administrator.

6.2.2 Fail to remain at the alcohol test site until the testing process is complete.

6.2.3 Fail to provide an adequate amount of saliva or breath.

6.2.4 Fail to provide a sufficient breath specimen, provided the physician finds that there was no medical reason for the employee to provide an insufficient amount of breath.

6.2.5 Fail to undergo a medical examination or evaluation as the Company has directed as part of the insufficient breath procedures.

6.2.6 Fail to sign the certification statement at Step 2 of the Alcohol Testing Form (ATF).

6.2.7 Fail to cooperate with any part of the testing process.

7 Failed Test

7.1 Any employee that receives unacceptable drug and alcohol test results will not be allowed to work on a Client/Host site or facility and must be removed from the host company's property, site, or facility.

8 Substance Abuse Assessment

8.1 Substance abuse assessments following a positive drug and/or alcohol test or for those who voluntarily seek assistance for a substance abuse issue.

Platinum Control Technologies

Pandemic Preparedness	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 43

1 Pandemic Preparedness Program

1.1 Platinum Control Technologies has developed the following policy on Pandemic Preparedness to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting.

2.2 PPE: Hand Sanitizer, Lysol Wipes.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

3.2 Alex Garay will be responsible for dealing with disease issues and their impact at the workplace.

3.3 This includes contacting local health department and health care providers in advance and developing and implementing protocols for response to ill individuals.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees on illness prevention, how to avoid spread of disease, and company policies concerning illness.

4.2 Employees will be trained on health issues of the pertinent disease to include prevention of illness, initial disease symptoms, preventing the spread of the disease, and when it is appropriate to return to work after illness.

4.3 Disease containment plans and expectations will be shared with employees.

4.4 Communicating information with non-English speaking employees or those with disabilities must be considered.

5 Hand Washing

5.1 It is the determination of Platinum Control Technologies to ensure that hand washing facilities, antiseptic hand cleaners, and other hygiene items are available.

5.2 Hand washing and use of hand sanitizers is encouraged by Platinum Control Technologies.

5.3 Hand washing facilities, hand sanitizers, tissues, no touch trash cans, hand soap and disposable towels will be provided by Platinum Control Technologies.

6 Work/Stay at Home Policy

6.1 It is a requirement of Platinum Control Technologies that when employees are ill or are caring for others they stay home or work from home if available.

6.2 Workers are encouraged to stay at home when ill, when having to care for ill family members, or when caring for children when schools close, without fear of reprisal.

6.3 Tele-commuting and other work-at-home strategies shall be implemented to ensure business continuation.

7 Business Continuity

7.1 It is a requirement of Platinum Control Technologies that a business continuity plan be prepared so that if significant absenteeism or changes in business practices are made, required business operations can be effectively maintained.

8 Immunizations

8.1 Workers of Platinum Control Technologies are encouraged to obtain appropriate immunizations to help avoid disease.

8.2 Granting time off work to obtain the vaccine will be considered when vaccines become available in the community.

9 Internal Communications

9.1 Key contacts, a chain of communications and contact numbers for employees, and processes for tracking business and employees are available through request from Human Resources.

10 External/Customer Communications

10.1 Alex Garay will notify key contacts including both customers and suppliers in the event an outbreak has impacted our company's ability to perform services. Alex Garay will also notify customers and suppliers when operations resume.

11 Social Distancing

11.1 If an outbreak or increased level of disease is in progress, social distancing including increasing the space between employee work areas and decreasing the possibility of contact by limiting large or close contact gatherings will be considered.

12 Periodic Cleaning

12.1 It is a requirement of Platinum Control Technologies that routine cleaning/disinfection of surfaces such as desktops, keyboards, lunch tables, doorknobs, faucets, handrails, etc. must be done periodically.

12.2 Clean all areas that are likely to have frequent hand contact (like doorknobs, faucets, handrails) routinely and when visibly soiled.

12.3 Work surfaces should also be cleaned frequently using normal cleaning products.

13 Plan & Emergency Communications

13.1 It is a requirement of Platinum Control Technologies that the plan and emergency communications procedures be tested in some manner, for example in a table-top exercise.

13.2 The plan and emergency communication strategies will be periodically tested (for example annually) to ensure it is effective and workable.

14 Lessons Learned

14.1 Following a pandemic event, the person responsible for implementation of the plan should identify learning opportunities and take action to implement any corrective actions.

15 COVID-19 Policy

15.1 Business Travel

15.1.1 All international business travel is suspended until further notice.

15.1.2 Any domestic (US) business travel requiring air travel should be on a critical business purpose only (for example, meeting with a customer). All currently scheduled and future domestic business travel requires approval from the respective Lead Team Member.

15.1.3 When possible, utilize our remote technologies such as Skype meetings to facilitate meetings normally requiring face-to-face business travel.

15.2 Illness

15.2.1 We ask that employees who are not feeling well with acute respiratory symptoms and a fever of 100.4 degrees or greater not report to work. We ask that you are symptom free for 24 hours before returning to work. We urge all employees with these symptoms to seek care from their Health Care Professional.

15.3 **Prevention**

15.3.1 The number one thing an employee can do to prevent the spread is to stay home when showing any symptoms.

15.3.1.1 Additional steps to prevent the spread of all illnesses include:

15.3.1.2 · Washing hands frequently with soap and water for at least 20 seconds.

15.3.1.3 · Utilizing alcohol based hand sanitizer frequently.

15.3.1.4 · Cover your mouth and nose with a tissue when you cough or sneeze. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.

15.4 **Temporary Employees and Contractors**

15.4.1 These requirements and guidelines should be shared with all employees working for temporary agencies as well as other contractors working at any Platinum Control Technologies sites. Sponsors to any contracting company, it is a requirement that this policy be communicate to them.

16 How to Clean and Disinfect

16.1 Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. If reusable gloves are used, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other purposes. Consult the manufacturer's instructions for cleaning and disinfection products used. Clean hands immediately after gloves are removed.

16.2 If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.

16.3 For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective.

16.3.1 Diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.

16.3.1.1 Prepare a bleach solution by mixing:

16.3.1.1.1 5 tablespoons (1/3rd cup) bleach per gallon of water or

16.3.1.1.2 4 teaspoons bleach per quart of water

16.4 Products with EPA-approved emerging viral pathogens claims are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).

16.5 For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:

16.5.1 Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely, or
Use products with the EPA-approved emerging viral pathogens claims that are suitable for porous surfaces.

17 Clothing, Towels, Linens and Other Items That Go In The Laundry

17.1 Wear disposable gloves when handling dirty laundry from an ill person and then discard after each use. If using reusable gloves, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other household purposes. Clean hands immediately after gloves are removed.

17.1.1 If no gloves are used when handling dirty laundry, be sure to wash hands afterwards.

17.1.2 If possible, do not shake dirty laundry. This will minimize the possibility of dispersing virus through the air.

17.1.3 Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry from an ill person can be washed with other people's items.

17.1.4 Clean and disinfect clothes hampers according to guidance above for surfaces. If possible, consider placing a bag liner that is either disposable (can be thrown away) or can be laundered.

18 COVID-19 Contractor Temperature Screening

18.1 Beginning in Hot-Standby phase, Platinum Control Technologies will perform active screening of their employees.

18.2 Screening can take place off-site before entering or onsite after entering facility, but must take place before work begins.

18.3 Platinum Control Technologies shall determine the best method for their workers to minimize disruption, but must involve an actual temperature measurement to ensure temperature is less than 100.4. Examples include:

18.3.1 Personal thermometer (preferred).

18.3.2 Infrared temperature scanning.

18.3.3 Temporal temperature scan.

18.4 Platinum Control Technologies shall use our own tracking mechanism, and ensures daily measurements are taken.

18.5 Any individual found to have temperature 100.4 or greater must immediately leave the site, name must be captured and provided for badge deactivation until return to work release is obtained.

18.6 A verification process is in place to ensure confirmation of contractor temperature measurements.

18.7 Platinum Control Technologies shall provide daily updates to the Manager (or assigned designee) confirming screen completion of all workers onsite and number of individuals with temperature greater than 100.4 who are quarantined.

18.8 The Manager/assigned designee periodically asks for details on where and when testing was conducted.

18.9 Use (time-stamped photos/Facetime) for temperature screening confirmation.

18.10 Platinum Control Technologies shall report the information requested to their Manager daily.

18.11 Alex Garay can determine who will perform the temperature measurements but can utilize resources internal or external.

18.11.1 Example – Utilizing nurses from a local Occupational Health clinic to perform screening onsite

18.12 Individuals performing measurements must be protected and take certain precautions. Minimum recommendations are:

18.12.1 Ensure the individual performing the test does not have symptoms of illness.

18.12.2 Platinum Control Technologies shall use discretion for monitoring.

18.12.3 Platinum Control Technologies recommends:

18.12.3.1 Use of surgical mask at a minimum (N95 also acceptable)

18.12.3.2 Use of surgical/medical gloves that are changed after contact with an individual

18.12.3.3 Method to capture names of any individual with temperature of 100.4 or greater

Platinum Control Technologies

Personal Protective Equipment (PPE)	Reference: 29 CFR 1910.132, 1926.28	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 44

1 Personal Protective Equipment Program

1.1 Personal protective equipment, commonly referred to as "PPE", is equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses.

1.1.1 These injuries and illnesses may result from contact with chemical, radiological, physical, electrical, mechanical, or other workplace hazards.

1.2 Protective equipment, including personal protective equipment (PPE) for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be provided, used, and maintained in a sanitary and reliable condition.

1.3 Platinum Control Technologies has developed the following policy on Personal Protective Equipment to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, gloves, safety glasses and shoes, earplugs or muffs, hard hats, respirators, or coveralls, and full body suits. (but not limited to)

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of personal protective equipment.

4.2 The training will cover:

4.2.1 When it is necessary,

4.2.2 What kind is necessary,

4.2.3 How to properly put it on, adjust, wear and take it off,

4.2.4 The limitations of the equipment,

4.2.5 Proper care, maintenance, useful life, and disposal of the equipment.

4.3 When Platinum Control Technologies has reason to believe that any affected employee who has already been trained does not have the understanding and skills required, the employee will be retrained.

4.4 Circumstances where retraining is required include, but are not limited to, situations where:

4.4.1 Changes in the workplace render previous training obsolete; or

4.4.2 Changes in the types of PPE to be used render previous training obsolete; or

4.4.3 Inadequacies in an affected employee's knowledge or use of assigned PPE indicate that the employee has not retained the requisite understanding or skill.

4.5 Training will be documented to include the following:

4.5.1 Employee names,

4.5.2 Dates of training and

4.5.3 The training contents.

5 Personal Protective Equipment

5.1 Protective equipment will be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

5.2 Personal protective equipment (PPE) must properly fit each affected company employee.

5.3 PPE that fits poorly will not afford the necessary protection.

5.4 **Employee-owned equipment**

5.4.1 Where employees provide their own protective equipment, it is a requirement that adequacy, proper maintenance, and sanitation of such equipment is held to the standards of the PPE provided by Platinum Control Technologies.

5.5 Platinum Control Technologies is responsible for the adequacy, maintenance, and sanitation of employee-owned equipment.

5.6 **Design**

5.6.1 All personal protective equipment shall be of safe design and construction for the work to be performed.

6 Hazard Assessment and Equipment Selection

6.1 Platinum Control Technologies shall verify that the required workplace hazard assessment has been performed through a written certification that identifies the workplace evaluated, the person certifying that the evaluation has been performed, the date(s) of the hazard assessment, and identification of assessment documents.

6.2 Platinum Control Technologies will assess the workplace to determine if hazards are present, or are likely to be present, which deem the use of personal protective equipment (PPE).

6.3 If such hazards are present, or likely to be present, Platinum Control Technologies will:

6.3.1 Select, and have each affected employee use, the types of PPE that will protect the affected employee from the hazards identified in the written hazard assessment,

6.3.2 Communicate selection decisions to each affected employee and,

6.3.3 Select PPE that properly fits each affected employee.

6.4 Platinum Control Technologies will verify that the required workplace hazard assessment has been performed through a written certification that identifies:

6.5 The workplace evaluated,

6.6 The persons signature certifying that the evaluation has been performed,

6.7 The date(s) of the hazard assessment and, which identifies the document as a certification of hazard assessment.

7 Defective and Damaged Equipment

7.1.1 Defective or damaged personal protective equipment shall not be used and must be removed from service.

8 Eye and Face Protection

8.1 The Alex Garay shall ensure that each affected employee uses appropriate eye or face protection when exposed to eye or face hazards from flying objects, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or potentially injurious light radiation.

9 Side Protectors

9.1 Safety glasses shall have permanent side protectors.

10 Prescription Lenses

10.1 Each employee who wears prescription lenses shall wear protection that incorporates the prescription or protection that can be worn over the prescription lenses, when involved in a potential eye hazard situation.

11 Eye and Face Protection: Minimum Requirements

11.1 Safety glasses or goggles (depending on the task) shall be worn by personnel.

11.2 Protective eye and face protection for welding operations shall be used for all welding operations.

12 Head Protection

12.1 The supervisor shall ensure that each affected employee wears an approved hardhat when working in areas where there is a potential for head injury from falling or overhead objects.

12.2 The supervisor shall ensure that each employee exposed to electrical conductors that could contact the head, wears a protective helmet designed to reduce electrical shock hazards.

12.3 Platinum Control Technologies has selected protective helmets in accordance with ANSI Z89.1-1997 Standards.

12.4 ANSI Standards have two (2) types of protective helmets classified for impact:

12.4.1 Type I – intended for impact resulting from a blow to the top of the head.

12.4.2 Type II – intended for impact resulting from a blow, which may be received off center or to the top of the head.

12.5 In addition, ANSI Standards have three (3) types of protective helmets classified for electrical:

12.5.1 Class G – (general) – intended to reduce the danger of contact to low-voltage conductors (proof tested to 2,200 volts phase to ground).

12.5.2 Class E – (electrical) – intended to reduce the danger of contact to high-voltage conductors (proof tested to 20,00 volts phase to ground).

12.5.3 Class C – (conductive) – not intended to provide protection against contact with electrical conductors.

12.6 Note: proof-test voltages are not intended as indicator of the voltage at which the helmet protects the wearer.

12.7 Platinum Control Technologies has selected to provide on Type II, Class G or E protective helmets for those required to wear such protection.

12.8 Type II, Class G or E head protection shall be worn by personnel in the required AREAS.

13 Foot Protection

13.1 The supervisor shall ensure affected employees wear approved protective footwear when working in areas where there is a danger of foot injury from falling or rolling objects, or objects piercing the sole, and where such employees are exposed to electrical hazards.

13.2 Food protection shall be Impact (I/75 = 75 ft. Ibf) and Compression (C/75 = 2500 lb) Resistance (via ANSI 41-1991) and may provide other protection such as:

13.2.1 Metatarsal (Mt/75 – 75 ft. Ibf) protective.

13.2.2 Electrical hazard protective.

13.2.3 Sole puncture resistant.

13.3 Impact and compression resistance protective footwear shall be worn by personnel in required areas.

13.4 Electrical hazard (EH) protective footwear shall be worn by personnel in all required areas.

14 Hand Protection

14.1 The supervisor shall ensure that each affected employee wears the appropriate hand protection when exposed to hazards such as those from skin absorption of harmful substances, severe cuts or lacerations, severe abrasions, punctures, chemical burns, thermal burns and harmful temperature extremes.

14.2 The type of hand protection used will be dependent on the hazard(s) present as identified in the workplace hazard assessment.

14.3 Platinum Control Technologies shall base the selection of the appropriate hand protection on an evaluation of the performance characteristics of the hand protection relative to the following:

14.3.1 Task(s) to be performed

14.3.2 Dexterity required.

14.3.3 Conditions present.

14.3.4 Duration and frequency of use.

14.3.5 Degree of exposure of the hazard.

14.3.6 Physical stress that will be applied.

14.3.7 The hazards and potential hazards identified.

15 PPE Hazard Assessment Certification

Personal Protective Equipment

Hazard Assessment Certification

Job Title:_____ Date:_____

Department:_____ Supervisor_____

Location\Worksite:_____ Signature_____

Employee Name(s):_____

_____

Tasks, Job Classifications or Workstation	Potential Hazard	PPE Required (Yes/No)	Type of PPE Required

CHAPTER 45

1 Preventative Maintenance Program

1.1 A preventive maintenance program is the key to reliable and efficient operation of any dust control equipment or system.

1.2 Platinum Control Technologies has developed the following policy on Preventative Maintenance to ensure the safety of our employees/equipment and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, Hard Hats, Eye & Ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Inventory

4.1 It is a requirement that an inventory of Platinum Control Technologies's machinery / equipment must be established and kept current.

4.2 When new machinery or equipment is acquired, it must be added to the inventory.

5 Preventative Maintenance/Inspection Schedule

5.1 It is the policy of Platinum Control Technologies that the preventative maintenance schedule must be established based on manufacturer requirements and industry standards.

6 Records

6.1 It is a requirement of Platinum Control Technologies that preventative maintenance performed on machinery or equipment must be documented and retained for the life of the machinery or equipment.

7 Defective Equipment

7.1 Defects observed in machinery or equipment must be reported to a supervisor, and must be repaired or replaced before being used again.

Platinum Control Technologies

Preventative Maintenance	Reference: www.OSHA.gov
Safety Director	Alex Garay
Phone Number	817-529-6485
Revision Date	8/21/2023

8 Maintenance Checklist

Freq.	Equipment Nomenclature	Item Number & Location	J	F	M	A	M	J	J	A	S	O	N	D

Platinum Control Technologies

Process Safety Management (PSM)	Reference: 29 CFR 1910.119
Safety Director	Alex Garay
Phone Number	817-529-6485
Revision Date	8/21/2023

CHAPTER 46

1 Process Safety Management Program

1.1 Unexpected releases of toxic, reactive, or flammable liquids and gases in processes involving highly hazardous chemicals have been reported for many years, in various industries using chemicals with such properties.

1.2 Regardless of the industry that uses these highly hazardous chemicals, there is a potential for an accidental release any time they are not properly controlled, creating the possibility of disaster.

1.3 The purpose of Process Safety Management is to prevent or minimize the consequences of catastrophic releases of toxic, reactive, flammable, or explosive chemicals in various industries.

1.4 Platinum Control Technologies has developed the following policy on Process Safety Management to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, hard hats, safety goggles, respirators, face shields.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for each employee presently involved in operating a process, and each employee before being involved in operating a newly assigned process.

4.2 Each company employee must be trained in the necessary work practices to perform his or her job duties.

4.3 The training will include emphasis on the specific safety and health hazards(fire, explosion, toxic release), emergency operations including shutdown, and safe work practices applicable to the employee's job tasks.

4.4 Refresher training will be provided at least every three years, and more often if necessary, to each employee involved in operating a process to assure that the employee understands and adheres to the current operating procedures of the process.

4.5 Platinum Control Technologies, in consultation with the employees involved in operating the process, will determine the appropriate frequency of refresher training.

5 Training Documentation

5.1 Platinum Control Technologies will ensure that each employee involved in operating a process has received and understood the training required.

5.2 A written record of the training will be kept and must contain:

5.2.1 The identity of the employee,

5.2.2 The date of training and

5.2.3 The means used to verify that the employee understood the training.

6 Safe Work Practices

6.1 Employees of Platinum Control Technologies must obey the hiring client's safe work practices during operations such as:

6.1.1 Lockout/Tagout,

6.1.2 Confined Space entry,

6.1.3 Opening process equipment or piping and controls over entrance to facility.

6.2 Platinum Control Technologies will advise the hiring client (host facility) of any unique hazards presented or of any hazards found.

7 Hotwork

7.1 It is a requirement of Platinum Control Technologies that Hotwork must not be performed until a Hotwork permit is obtained from the hiring client.

7.2 The permit must indicate the date(s) authorized for hot work and identify the object on which hot work is to be performed.

7.3 The permit must be kept on file until completion of the hot work operations."

7.3.1 The permit must document that the fire prevention and protection requirements have been implemented prior to beginning the hot work operations.

8 Incidents/Near Misses

8.1 It is a requirement of Platinum Control Technologies that all accidents, injuries and near misses must be reported immediately.

8.2 An incident investigation must be initiated within 48 hours.

8.3 Resolutions and corrective actions must be documented and maintained 5 years.

9 Management of Change

9.1 It is a requirement of Platinum Control Technologies that prior to any change the following considerations must be addressed:

9.1.1 The technical basis for the proposed change,

9.1.2 Impact of the change on safety and health,

9.1.3 Modifications to operating procedures,

9.1.4 Necessary time period for the change and

9.1.5 Authorization requirements for the proposed change.

9.2 Employees involved in operating a process and maintenance whose job tasks will be affected by a change in the process will be informed of and trained in the change prior to start-up of the process or affected part of the process.

9.3 Platinum Control Technologies shall perform a pre-startup safety review for new facilities and for modified facilities when the modification is significant enough to require a change in the process safety information.

9.4 The pre-startup safety review shall confirm that prior to the introduction of highly hazardous chemicals to a process:

9.4.1 Construction and equipment is in accordance with design specifications;

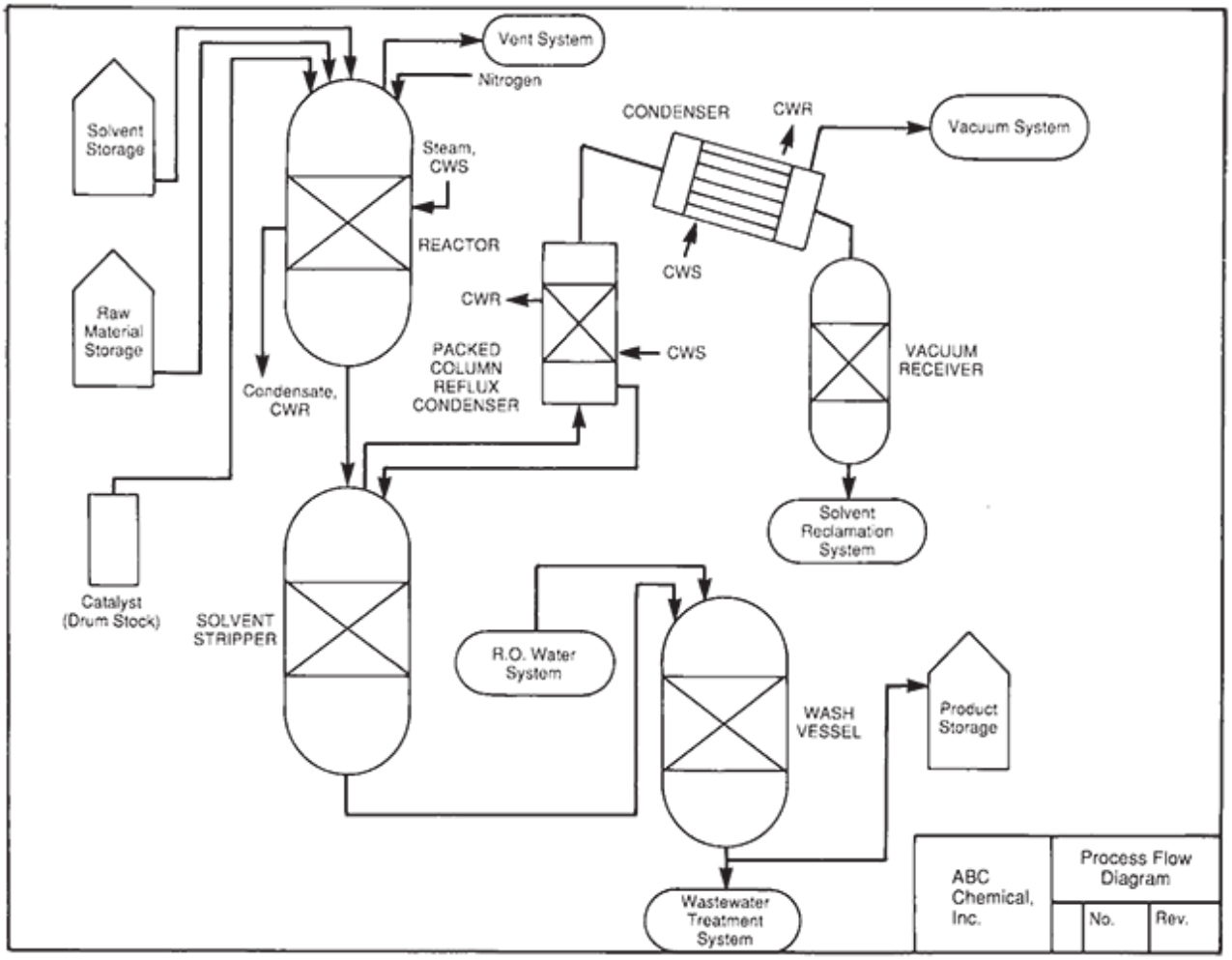
9.4.2 Safety, operating, maintenance, and emergency procedures are in place and are adequate;

9.5 For new facilities, a process hazard analysis has been performed and recommendations have been resolved or implemented before startup; and modified facilities meet the requirements contained in management of change.

10 Client Confidentiality

10.1 It is the determination of Platinum Control Technologies to ensure the confidentiality of trade secret information when the process safety information is released.

11 Process Safety Management Flowchart



Platinum Control Technologies

Respiratory Protection	Reference: 29 CFR 1910.134, 1926.103	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 47

1 Respiratory Protection Program

1.1 An estimated 5 million workers are required to wear respirators in 1.3 million workplaces throughout the United States.

1.2 Respirators protect workers against insufficient oxygen environments, harmful dusts, fogs, smokes, mists, gases, vapors, and sprays.

1.3 These hazards may cause cancer, lung impairment, diseases, or death.

1.4 Platinum Control Technologies has developed the following policy on Respiratory protection to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification training, Fit testing.

2.2 PPE: Safety vests, Respirators.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 It's the determination of Platinum Control Technologies to ensure that each employee can demonstrate knowledge of at least the following:

4.1.1 Why the respirator is necessary and how improper fit, usage, or maintenance can compromise the protective effect of the respirator,

4.1.2 What the limitations and capabilities of the respirator are,

4.1.3 How to use the respirator effectively in emergency situations, including situations in which the respirator malfunctions, how to inspect, pout on and remove, use and check the seals of the respirator, what the procedures are for maintenance and storage of the respirator, how to recognize medical signs and symptoms that may limit or prevent the effective us of respirators.

4.1.4 Training shall be provided prior to requiring the employee to use a respirator in the workplace and annually thereafter.

4.2 Retraining will be administered annually, and when the following situations occur:

4.2.1 Changes in the workplace or the type of respirator render previous training obsolete, inadequacies in the employee's knowledge or use of the respirator indicate that the employee has not retained the requisite understanding or skill, or when any other situation arises in which retraining appears necessary to ensure safe respirator use.

5 Purpose

5.1 Platinum Control Technologies has determined that employees may be exposed to respiratory hazards during routine operations.

5.2 During these routine operations respirators will be provided at no cost to employees.

5.3 These hazards include wood dust, particulates, and vapors, and in some cases, represent Immediately Dangerous to Life or Health (IDLH) conditions.

5.4 The purpose of this program is to ensure that all of Platinum Control Technologies employees are protected from exposure to these respiratory hazards.

5.5 Engineering controls, such as ventilation and substitution of less toxic materials, are the first line of defense at Platinum Control Technologies.

5.6 However, engineering controls have not always been feasible for some of our operations or have not always completely controlled the identified hazards.

5.7 In these situations, respirators and other protective equipment will be provided at no cost and must be used.

5.8 Respirators are also needed to protect employees' health during emergencies.

5.9 The work processes requiring respirator use at Platinum Control Technologies are outlined in end of this program

5.10 In addition, some employees have expressed a desire to wear respirators during certain operations that do not require respiratory protection.

5.11 As a general policy Platinum Control Technologies will review each of these requests on a case-by-case basis.

5.11.1 If the use of respiratory protection in a specific case will not jeopardize the health or safety of the employee(s), Platinum Control Technologies will provide respirators for voluntary use.

5.11.2 As outlined in the Scope and Application section of this program, voluntary respirator use is subject to certain requirements of this program.

5.12 This program applies to all employees who are required to wear respirators during normal work operations, and during some non-routine or emergency operations such as a spill of a hazardous substance.

5.12.1 In addition, any employee who voluntarily wears a respirator when a respirator is not required is subject to the medical evaluation, cleaning, maintenance, and storage elements of this program, and must be provided with certain information specified in this section of the program.

6 Responsibilities

6.1 **Program Administrator:**

6.2 The Program Administrator for Platinum Control Technologies is Alex Garay who is qualified by appropriate training or experience that is commensurate with the complexity of the program to administer or oversee the respiratory protection program and conduct the required evaluations of program effectiveness..

6.3 The Program Administrator is responsible for administering the respiratory protection program.

6.3.1 Duties of the program administrator include:

6.3.2 Identifying work areas, processes or tasks that require workers to wear respirators, and evaluating hazards.

6.3.3 Ensuring adequate air quantity, quality, and flow of breathing air for atmosphere-supplying respirators.

6.3.4 Selection of respiratory protection options.

6.3.5 Monitoring respirator use to ensure that respirators are used in accord with their certifications.

6.3.6 Arranging for and/or conducting training.

6.3.7 Ensuring proper storage, cleaning, inspections, and maintenance of respiratory protection equipment.

6.3.8 Conducting qualitative fit testing with Bitrex.

6.3.9 Administering the medical surveillance program.

6.3.10 Maintaining records required by the program.

6.3.11 Evaluating the program.

6.3.12 Updating written program, as needed.

6.4 **Supervisors:**

6.4.1 Supervisors are responsible for ensuring that the respiratory protection program is implemented in their particular areas.

6.4.2 In addition to being knowledgeable about the program requirements for their own protection, supervisors must also ensure that the program is understood and followed by the workers under their charge.

6.5 Note: Workers participating in the respiratory protection program do so at no cost to themselves.

6.6 **Duties of the supervisor include:**

6.6.1 Ensuring that employees under their supervision (including new hires) have received appropriate training, fit testing, and annual medical evaluation.

6.6.2 Ensuring the availability of appropriate respirators and accessories.

6.6.3 Being aware of tasks requiring the use of respiratory protection.

6.6.4 Enforcing the proper use of respiratory protection when necessary.

6.6.5 Ensuring that respirators are properly cleaned, maintained, inspected, and stored according to the respiratory protection plan.

6.6.6 Ensuring that respirators fit well and do not cause discomfort.

6.6.7 Continually monitoring work areas and operations to identify respiratory hazards.

6.6.8 Coordinating with the Program Administrator on how to address respiratory hazards or other concerns regarding the program.

6.6.9 Ensuring adequate air quantity, quality, and flow of breathing air for atmosphere-supplying respirators.

6.7 **Employees:**

6.8 Each employee has the responsibility:

6.8.1 To wear his or her provided respirator when and where required and in the manner in which they were trained.

6.8.2 Care for and maintain their respirators as instructed, and store them in a clean, sanitary location.

6.8.3 Inform their supervisor if the respirator no longer fits well, and request a new one that fits properly.

6.8.4 Inform their supervisor or the Program Administrator of any respiratory hazards that they feel are not adequately addressed in the workplace and of any other concerns that they have regarding the program.

6.8.5 Inform their supervisor of need for a medical reevaluation.

7 Selection Procedures

7.1 The Program Administrator:

7.1.1 Will select respirators to be used on site, based on the hazards to which workers are exposed and in accord with all applicable OSHA standards.

7.1.2 Will conduct a hazard evaluation for each operation, process, or work area where airborne contaminants may be present in routine operations or during an emergency.

7.1.3 Monitoring can be contracted out.

7.2 The hazard evaluation will include:

7.2.1 Identification and development of a list of hazardous substances used in the workplace, by department or work process.

7.2.2 Review of work processes to determine where potential exposures to these hazardous substances may occur.

7.2.2.1 This review is to be conducted by surveying the workplace, reviewing process records, and talking with employees and supervisors.

7.2.3 Exposure monitoring to quantify potential hazardous exposures.

7.2.4 If worker exposures have not been, or cannot be, evaluated they must be considered IDLH.

7 Selection Procedures Continued

7.2.5 Respirators are selected based on the workplace hazards evaluated, and workplace and user factors affecting respirator performance and reliability.

7.2.6 Respirators are selected based on the Assigned Protection Factors (APFs) and calculated Maximum Use Concentrations (MUCs).

7.3 A sufficient number of respirator sizes and models must be provided to the employee during fit testing to identify the acceptable respirator that correctly fits the users.

7.4 For IDLH atmospheres: - Full facepiece pressure demand SARs with auxiliary SCBA unit or full facepiece pressure demand SCBAs, with a minimum service life of 30 minutes, must be provided.

7.5 Respirators used for escape only are NIOSH-certified for the atmosphere in which they will be used.

7.6 Oxygen deficient atmospheres are considered IDLH.

7.7 For Non-IDLH atmospheres, respirators are:

7.7.1 Selected as appropriate for the APFs and MUCs.

7.7.2 Selected as appropriate for the chemical nature and physical form of the contaminant.

7.7.3 Equipped with end-of-service-life indicators (ESLIs) if the respirators (APRs) are used for protection against gases and vapors. If there is no ESLI, then a change schedule must be implemented.

7.7.4 Equipped with NIOSH-certified HEPA filters (or other filters certified by NIOSH for particulates under 42 CFR part 84) if the respirators (APRs) are to be used for protection against particulates.

8 Medical Evaluation

8.1 This company shall provide a medical evaluation to determine the employee's ability to use a respirator. The medical questionnaire and examinations shall be administered confidentially during the employee's normal working hours.

8.2 Employees who are either required to wear respirators, or who choose to wear an APR voluntarily, must pass a medical exam before being permitted to wear a respirator on the job.

8.3 Employees are not permitted to wear respirators until a PLHCP has determined that they are medically able to do so.

8.4 Any employee refusing the medical evaluation will not be allowed to work in an area requiring respirator use.

8 Medical Evaluation Continued

8.5 A PLHCP _____, where all company medical services are provided, will provide the medical evaluations.

8.6 **Medical evaluation procedures are as follows:**

8.7 The medical evaluation will be conducted using the questionnaire provided in Appendix C of the Respiratory Protection standard.

8.8 The Program Administrator will provide a copy of this questionnaire to all employees requiring medical evaluations.

8.8.1 To the extent feasible, the company will assist employees who are unable to read the questionnaire (by providing help in reading the questionnaire).

8.8.2 When this is not possible, the employee will be sent directly to the physician for medical evaluation.

8.8.3 All affected employees will be given a copy of the medical questionnaire to fill out, along with a stamped and addressed envelope for mailing the questionnaire to the company physician.

8.9 Employees will:

8.9.1 Be permitted to fill out the questionnaire on company time.

8.9.2 Be granted follow-up medical exams as required by the Respiratory Protection standard, and/or as deemed necessary by _____ the PLHCP.

8.9.3 Be granted the opportunity to speak with the physician about their medical evaluation, if they so request.

8.9.4 The Program Administrator has provided _____ _____ the physician with:

8.9.4.1 A copy of this program, and a copy of the Respiratory Protection standard.

8.9.4.2 The list of hazardous substances by work area, and for each employee requiring evaluation, his or her work area or job.

8.9.4.3 The employee's title, proposed respirator type and weight, length of time required to wear the respirator, expected physical work load (light, moderate, or heavy), potential temperature and humidity extremes, and any additional protective clothing required.

8.9.4.4 Any employee required for medical reasons to wear a positive pressure air purifying respirator will be provided with a powered air purifying respirator.

8 Medical Evaluation Continued

8.10 After an employee has received clearance and begun to wear his or her respirator, additional medical evaluations will be provided if:

8.10.1 The employee reports signs and/or symptoms related to their ability to use a respirator, such as shortness of breath, dizziness, chest pains, or wheezing.

8.10.2 The PLHCP _____or supervisor informs the Program Administrator that the employee needs to be reevaluated, additional medical evaluation will be provided.

8.10.3 Information from this program, including observations made during fit testing and program evaluation, indicates a need for reevaluation.

8.11 An example of the PLHCP's or the supervisor's observations that additional medical evaluation is needed could be that there has been a change in workplace conditions that may result in an increased physiological burden on the employee.

8.12 A list of Platinum Control Technologies's employees currently included in medical surveillance is provided in the end of this program.

8.13 All examinations and questionnaires are to remain confidential between the employee and the physician.

9 Fit Testing

9.1 Fit testing is required for employees wearing half facepiece APRs for exposure to wood dust in Prep and Assembly, and maintenance workers who wear a tight-fitting SAR.

9.2 Employees voluntarily wearing half facepiece APRs may also be fit tested upon request.

9.3 Employees who are required to wear half facepiece APRs will be fit tested:

9.3.1 Prior to being allowed to wear any respirator with a tight fitting facepiece.

9.3.2 Annually.

9.3.3 When there are changes in the employee's physical condition that could affect respiratory fit (e.g., obvious change in body weight, facial scarring, etc.).

9.4 Employees will be fit tested with the make, model, and size of respirator that they will actually wear.

9.5 Employees will be provided with several models and sizes of respirators so that they may find an optimal fit.

9.6 Fit testing of PAPRs is to be conducted in the negative pressure mode.

9.7 The Program Administrator will conduct fit tests prior to initial use, following the OSHA approved Bitrex Solution Aerosol QLFT Protocol.

9.8 Employees must pass qualitative fit test (QLFT) or quantitative fit test (QNFT) before initial use, if a different respirator is used, and annually.

10 Respirator Use

10.1 **Responsibilities for Employees are that they:**

10.2 Platinum Control Technologies prohibits conditions that may result in facepiece seal leakage including facial hair, corrective glasses or goggles, or any condition that interferes with the face-to-facepiece seal or valve function.

10.3 Platinum Control Technologies ensures that employees will perform a user seal check each time they put on the respirator.

10.3.1 Will use their respirators under conditions specified by this program, and in accord with the training they receive on the use of each particular model.

10.3.2 In addition, the respirator must not be used in a manner for which it is not certified by NIOSH or by its manufacturer.

10.3.3 Must conduct user seal checks each time that they wear their respirator.

10.3.4 Must use either the positive or negative pressure check (depending on which test works best for them).

10.3.5 Must leave the work area to go to the locker room to maintain their respirator for the following reasons:

10.3.5.1 To clean their respirator if the respirator is impeding their ability to work,

10.3.5.2 To change filters or cartridges, or replace parts,

10.3.5.3 To inspect the respirator if it stops functioning as intended.

10.3.6 Should notify their supervisor before leaving the area.

10.3.7 Not wear tight-fitting respirators if they have any condition, such as facial scars, facial hair, or missing dentures, that prevents them from achieving a good seal.

10.3.8 Not wear headphones, jewelry, or other articles that may interfere with the facepiece-to-face seal or valve function.

11 Emergency Procedures:

11.1 The following work areas have been identified as having foreseeable emergencies:

Area	Hazard

11.2 When the alarm sounds, employees in the affected department must immediately don their emergency escape respirator, shut down their process equipment, and exit the work area. •

11.3 All other employees must immediately evacuate the building.

11.4 Platinum Control Technologies's Emergency Action Plan describes these procedures (including proper evacuation routes and rally points) in greater detail.

11.5 Emergency escape respirators are located in (at):

11.6 Respiratory protection in these instances is for escape purposes only.

11.7 Platinum Control Technologies's employees are not trained as emergency responders, and are not authorized to act in such a manner.

12 Respirator Malfunction

12.1 **APR Respirator Malfunction:**

12.1.1 For any malfunction of an APR (e.g., breakthrough, facepiece leakage, or improperly working valve), the respirator wearer must inform his or her supervisor that the respirator no longer functions, and go to the designated safe area to maintain the respirator.

12.1.2 The supervisor must ensure that the employee receives the needed parts to repair the respirator, or is provided with a new respirator.

12.1.3 Employees must leave the respirator use area if they detect vapor or gas breakthrough, changes in breathing resistance, or leakage of the facepiece.

12.2 **Atmosphere-Supplying Respirator Malfunction:**

12.2.1 All workers wearing atmosphere-supplying respirators will work with a buddy.

12.2.1.1 Buddies should assist workers who experience an SAR malfunction as follows:

12.2.1.1.1 If a worker experiences a malfunction of an SAR, he or she should signal to the buddy that he or she has had a respirator malfunction.

12.2.1.1.2 The buddy shall don an emergency escape respirator and aid the worker in immediately exiting the area.

12.2.1.1.3 If one of the workers experiences a respirator malfunction, he/she shall signal this to their buddy.

12.2.1.1.4 The buddy must immediately stop what he or she is doing to escort the worker to the Prep staging area where the worker can safely remove the SAR.

13 Respirator Inspections

13.1 All respirators used in routine situations must be inspected before each use and during cleaning.

13.2 All respirators maintained for use in emergency situations must be inspected at least monthly and in accordance with the manufacturer's recommendations,

13.3 They must also be checked for proper function, tightness of connections, and the condition of the various parts. before and after each use.

13.4 Emergency escape-only respirators must be inspected before being carried into the workplace for use.

14 IDLH Procedures

14.1 It's required by Platinum Control Technologies that at least one employee is located outside the IDLH atmosphere, maintains communication, is properly trained and equipped to provide emergency rescue, has notification procedures, and provides necessary assistance appropriate to the situation.

14.2 The Program Administrator has identified the following area as presenting the potential for IDLH conditions:

Area	Hazard	Corrective Action or (PPE)

14.3 As specified above, the Program Administrator has determined that workers entering this area must wear a pressure demand SAR with auxiliary air supply and appropriate retrieval equipment or equivalent rescue means.

14.4 In addition, an appropriately trained and equipped standby person must remain outside and maintain constant voice and visual communication with the worker. –

14.5 In the event of an emergency requiring the standby person to enter the IDLH environment, the standby person must immediately notify the Program Administrator and will proceed with rescue operations in accord with rescue procedures of the Confined Space Program.

15 Program Surveillance

15.1 It is a requirement to Platinum Control Technologies that the program must be monitored for effectiveness.

15.2 Employees are required to leave the area to wash their faces and respirator facepieces, change cartridges, or if they detect vapor or gas breakthrough or breathing resistance.

16 Cleaning & Storage

16.1 It is a requirement of Platinum Control Technologies that respirators issued for the exclusive use of an employee must be cleaned and disinfected as often as necessary to be maintained in a sanitary condition.

16.2 All respirators must be stored to protect them from damage, contamination, dust, sunlight, extreme temperatures, excessive moisture, and damaging chemicals, and they must be packed or stored to prevent deformation of the facepiece and exhalation valve.

17 Program Evaluation

17.1 To verify written program effectiveness Platinum Control Technologies will conduct evaluations of the workplace as necessary to ensure implementation.

17.2 Platinum Control Technologies will regularly consult employees about fit, selection, use, maintenance, etc., and overall program effectiveness.

18 Medical Surveillance Program Employees

Employee Name	Date

19 Hazard Assessment List

Department	Contaminants	Exposure Level (8-hr TWA)	Permissible Exposure Limit (PEL)	Controls

20 Voluntary or Mandatory Respirators

Type of Respirator	Employee Work Area	Conditions of Use

Platinum Control Technologies

Respiratory Protection	Reference: 29 CFR 1910.134, 1926.103	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 48

1 Rigging Material Handling Program

1.1 Riggers prepare ships' equipment, components or sections for lifting by cranes, hoists or other material handling equipment. Riggers also act as signalman. Worker safety is of utmost concern when performing rigging tasks.

1.1.1 Improper rigging of a load or a rigging failure can expose riggers and other workers nearby to a variety of potential hazards.

1.1.2 Riggers have been injured or killed when loads have slipped from the rigging, or when the rigging has failed.

1.2 Therefore, it is a requirement of Platinum Control Technologies all loads must be safely rigged, including adequate welds on pad eyes prior to a lift.

1.3 Company employees shall be kept clear of all lifted and suspended loads at all times

1.4 Platinum Control Technologies has developed the following policy on Rigging Material Handling to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of Rigging Material for Handling.

4.2 The training will qualify and teach riggers:

4.2.1 How to understand and recognize the hazards associated with the assigned task.

4.2.2 Awareness of the surface conditions upon which a crane is operating.

4.2.2.1 The surface should be level within 1% grade and firm enough to support the crane and load.

4.2.2.2 Examine where the load will be set. Remove unnecessary blocks, equipment or other materials that can injure workers if struck by the load.

4.2.3 Familiar with the various and correct rigging techniques and rigging equipment (e.g., slings, shackles, hooks, hoist, blocks).

4.2.4 Able to anticipate problems before they occur.

4.2.4.1 Stop the job when any potentially unsafe conditions are present.

4.2.5 Aware of the weight of the load and understand the rated capacities of the crane and any rigging gear.

5 Equipment

5.1 All rigging gear and equipment provided by Platinum Control Technologies must be inspected before each shift and at intervals during its use to minimize the possibility of a rigging failure.

5.2 Rigging equipment deemed defective must be removed from service and use is forbidden.

5.3 Rigging equipment must not be loaded beyond its recommended safe working load.

5.3.1 Identification markings, indicating rated capacity for the type of hitch used, the angle upon which it is based, and the number of legs if more than one, will be permanently affixed to the rigging.

5.4 **Overloading the crane and rigging gear may cause:**

5.4.1 The crane hoist line to part or the rigging gear to fail.

5.4.2 The crane to tip over.

5.4.3 Damage to and possible failure of the crane.

5.5 **Defective gear and equipment must be immediately removed from service.**

5.6 Check nylon slings for cuts or frayed areas.

5.7 Manila rope slings should be checked to determine that they are safe for the intended working loads.

5.8 Check wire rope slings for kinks or broken wires or strands.

5.9 Check chain slings for stretched links.

5.10 Check hooks to make sure they are not bent from overloading.

5.11 Check that the crane hook safety latch automatically retracts to the closed position upon release.

5.12 Bent or sprung hooks must not be used.

5.12.1 Slings must not be used over sharp corners without padding.

5.12.2 Slings must not be covered with permanent padding that would prevent them from being inspected before each use.

5.12.3 Use softeners, padding, chaffing gear or other sling protection as necessary to prevent damage to nylon slings.

5.12.4 Kinked or knotted wire rope slings should be removed from service.

5.12.5 Wire rope must not be secured by knots.

5.12.6 Hooks must be equipped with safety latches.

5.13 Hooks used in the connection between the hoist line and any personnel platforms must be of a type that can be closed and locked so as to eliminate the throat opening or closed and locked when so attached.

5.13.1.1 Hooks on overhaul ball assemblies, lower load blocks, or other attachment assemblies must be of a type that can be closed and locked, eliminating the hook throat opening.

5.13.2 Rigging equipment not in use must be removed from the immediate work.

6 Lifting

6.1 Avoid lifts near stacked material that may be knocked over by a swinging load.

6.2 Always check for overhead power lines before lifting a load.

6.3 Before loads or empty lifting gear are raised, lowered, or swung, advanced warning must be given to workers operating in the vicinity.

6.4 Use a designated spotter to assure that proper clearances are maintained.

6.5 A worker or signalman who is familiar with signal codes must communicate with the crane operator.

6.6 When walking with a load, keep it as close to the ground as possible.

6.6.1 Inspect the spot where the load is to be landed.

6.6.2 When lowering or setting a load, set it down slowly.

6.7 Tag lines must be provided and used on loads likely to swing or need guidance, unless such use creates an unsafe condition.

6.7.1 Do not use tag lines to control lift when the lift is under or near electrical power lines.

6.8 Riggers must not place themselves in a hazardous position between a swinging load and a fixed object.

6.9 Workers are not to work under the load.

6.10 Workers must not ride a load or hook.

6.11 Riggers should keep fingers, hands and feet away from pinch points.

7 Pad Eyes

7.1 Pad eyes should be designed for a specific use.

7.2 Each pad eye should be able to hold the intended weight/force that will be applied to it after it is welded into place.

7.3 Inspect pad eyes for cracks and other defects that will affect its capacity.

7.4 Remove defective pad eyes from the work area.

7.5 All pad eyes should be welded solidly all around. Weld the middle of the pad eye on both sides first, then weld both ends.

7.6 Inspect fitting tools and equipment such as come-alongs, chain falls, turnbuckles, chains and hook ratchets that will be used with pad eyes.

7.7 Make sure that the hooks from the come-alongs and chain falls are seated properly in the eye of the pad eye.

7.8 Do not overstress the fitting tools – use up to 80% of their capacity.

7.9 When applying pressure with fitting tools or equipment to pad eyes, make sure that everyone is well out of the danger zone in the event that the pad eye tears off the surface it was welded to.

8 Rigging Hazards

8.1 Description of rigging hazards that can result in serious injuries or fatalities.

8.2 Fall Hazards created by:

8.2.1 Uneven working surfaces.

8.2.2 Wet and slippery working surfaces.

8.2.3 Working surfaces not cleared of obstructions.

8.2.4 Improper use of portable ladder.

8.2.5 Unprotected sides, bulkhead openings, deck holes more than 5 ft.

8.3 Struck-by and Crushing Hazards created by:

8.3.1 Gear and equipment not properly inspected.

8.3.2 Defective gear and equipment.

8.3.3 Moving parts and equipment.

8.3.4 Loads not safely rigged before being hoisted.

8.3.5 Improper use of tag line allowing hoisting material to swing out of control.

8.3.6 Loads swung or suspended overhead.

8.3.7 Hazardous locations between a swinging load and fixed object.

8.4 Electrical Hazards created by:

8.4.1 Use of hoisting and hauling equipment near energized lines.

8.4.2 Tools and equipment not properly grounded.

8.4.3 Defective electrical tools.

8.4.4 Worn or frayed electric cables.

9 Permanent Identification

9.1 Platinum Control Technologies will not use Chains, Wire ropes, Synthetic or metal Web slings, shackles or any other lifting attachments without permanently affixed and legible identification markings prescribed by the manufacturer.

9.2 Platinum Control Technologies forbids rigging from being loaded greater than the recommended safe working load as described on the identification markings.

9.3 Platinum Control Technologies forbids the use of rigging materials in which the identification markings are not present or not legible.

Platinum Control Technologies

Rigging Material Handling Program	Reference: 29 CFR 1926.251	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

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CHAPTER 49

1 Rigging Offshore

1.1 Platinum Control Technologies has developed the following policy on Rigging Offshore to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness & Certification training.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of Rigging Offshore.

4.2 Training will incorporate familiarization with rigging, hardware, slings and safety issues associated with rigging, lifting loads and lift planning.

4.3 Training will include classroom, hands-on training and exams.

4.4 Hands-on will include proper inspection, use, selection and maintenance of loose gear (slings, shackles, hooks, etc.).

5 Attaching / Detaching

5.1 It's a requirement of Platinum Control Technologies that only personnel with training and experience who have completed a rigger training program can attach or detach lifting equipment to loads or lifting loads.

5.1.1 This includes crane operators and inspectors.

Platinum Control Technologies

Rigging Offshore	Reference: API RP 2D	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 50

1 Risk Assessment Program

1.1 A hazard is the potential for harm. In practical terms, a hazard often is associated with a condition or activity that, if left uncontrolled, can result in an injury or illness.

1.1.1 See Common Hazards and Descriptions list in this section.

1.2 Identifying hazards and eliminating or controlling them as early as possible will help prevent injuries and illnesses.

1.3 A risk assessment is a technique that focuses on job tasks as a way to identify hazards before they occur.

1.3.1 It focuses on the relationship between the worker, the task, the tools, and the work environment. Ideally, after you identify uncontrolled hazards, you will take steps to eliminate or reduce them to an acceptable risk level.

1.4 Platinum Control Technologies has developed the following policy on risk assessment to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, hard hats, work boots, eye & ear, as required.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Adequate JSA Training will be provided by Platinum Control Technologies for all employees on hazard identification and risk assessment, workplace hazards and how to identify, report, control them and care of proper PPE.

5 Hazard Classification

5.1 It is a requirement of Platinum Control Technologies that hazards must be classified based on the formal process for systematically identifying, classifying, and ranking hazards according to risk.

5.2 Platinum Control Technologies shall determine risk by analyzing the probability of the hazard causing harm, the likelihood of occurrence, and the potential severity of impact with the hazard by utilizing a risk matrix.

5.3 The risk analysis matrix that indicates the severity and probability at the end of this program must be used.

Platinum Control Technologies

Risk Assessment (Identification of Hazards)	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

6 Risk Assessment

6.1 It is a requirement of Platinum Control Technologies that a risk assessment must be conducted daily before each job is started.

6.2 Priority should go to the following types of jobs:

6.2.1 Jobs with the highest injury or illness rates,

6.2.2 Jobs with the potential to cause severe or disabling injuries or illness, even if there is no history of previous accidents,

6.2.3 Jobs in which one simple human error could lead to a severe accident or injury,

6.2.4 Jobs that are new to your operation or have undergone changes in processes and procedures and

6.2.5 Jobs complex enough to require written instructions.

6.3 Collect, organize, and review information with workers to determine what types of hazards may be present and which workers may be exposed or potentially exposed. Information available in the workplace may include: equipment and machinery operating manuals, Safety Data Sheets (SDS); inspection reports; records of previous injuries and illnesses; incident investigation reports; results of job safety analyses (JSA).

6.4 Conduct and document regular inspections of all operations, equipment, work areas and facilities for safety hazards.

6.5 Identify health hazards including chemical hazards, physical hazards, biological hazards, and ergonomic risk factors by conducting qualitative exposure assessments and reviewing employee medical records.

6.6 Workplace incidents including injuries, illnesses, near misses, and stop work interventions should be investigated to identify the root cause in order to prevent future occurrences.

6.7 Evaluate each hazard by considering the severity of potential outcomes the likelihood that an event or exposure will occur, and the number of workers who might be exposed in order to prioritize the hazards so that those presenting the greatest risk are addressed first.

6.8 **Getting our employees/subcontractors involved.**

6.8.1 Employees/subcontractors must be trained and actively participate in the hazard analysis process. They must have a unique understanding of the job, and this knowledge is invaluable for finding hazards.

6.8.2 Involving employees/subcontractors will help minimize oversights, ensure a quality analysis, and get workers to “buy in” to the solutions because they will share ownership in their safety and health program.

6.9 **Reviewing our accident history.**

6.9.1 Workplace history of accidents and occupational illnesses that needed treatment, losses that required repair or replacement, and any "near misses" will be reviewed with our employees.

6.9.2 Events in which an accident or loss did not occur, but could have are indicators that the existing hazard controls (if any) may not be adequate and deserve more scrutiny.

6.10 **Conduct a preliminary job review.**

6.10.1 Discuss with our employees the hazards they know exist in their current work and surroundings.

6.10.2 Brainstorm with them for ideas to eliminate or control those hazards.

6.10.3 If any hazards exist that pose an immediate danger to an employee's life or health, take immediate action to protect the worker.

6.10.4 Any problems that can be corrected easily should be corrected as soon as possible.

6.10.4.1 Do not wait to complete your risk assessment.

6.10.5 This will demonstrate your commitment to safety and health and enable you to focus on the hazards and jobs that need more study because of their complexity. For those hazards determined to present unacceptable risks, evaluate types of hazard controls.

6.11 **List, rank, and set priorities for hazardous jobs.**

6.11.1 List jobs with hazards that present unacceptable risks, based on those most likely to occur and with the most severe consequences. These jobs should be our first priority for analysis.

6.12 **Outline the steps or tasks.**

6.12.1 Nearly every job can be broken down into job tasks or steps. When beginning a risk assessment, watch the employee perform the job and list each step as the worker takes it.

6.12.2 Be sure to record enough information to describe each job action without getting overly detailed. Avoid making the breakdown of steps so detailed that it becomes unnecessarily long or so broad that it does not include basic steps.

6.12.3 You may find it valuable to get input from other workers who have performed the same job.

6.12.4 Later, review the job steps with the employee to make sure you have not omitted something.

6.12.5 Point out that you are evaluating the job itself, not the employee's job performance. Include the employee in all phases of the analysis—from reviewing the job steps and procedures to discussing uncontrolled hazards and recommended solutions.

6.12.6 Sometimes, in conducting a risk assessment, it may be helpful to photograph or videotape the worker performing the job. These visual records can be handy references when doing a more detailed analysis of the work.

7 How to Identify Workplace Hazards

7.1 A risk assessment is an exercise in detective work. Your goal is to discover the following:

7.1.1 What can go wrong?

7.1.2 What are the consequences?

7.1.3 How could it arise?

7.1.4 What are other contributing factors?

7.1.5 How likely is it that the hazard will occur?

7.2 To make your risk assessment useful, document the answers to these questions in a consistent manner.

7.3 Describing a hazard in this way helps to ensure that your efforts to eliminate the hazard and implement hazard controls help target the most important contributors to the hazard.

7.4 Good hazard scenarios describe:

7.4.1 Where it is happening (environment),

7.4.2 Who or what it is happening to (exposure),

7.4.3 What precipitates the hazard (trigger),

7.4.4 The outcome that would occur should it happen (consequence) and

7.4.5 Any other contributing factors.

7.5 Use the risk assessment form at the end of this policy to organize your information to provide these details.

7.6 Rarely is a hazard a simple case of one singular cause resulting in one singular effect.

7.7 More frequently, many contributing factors tend to line up in a certain way to create the hazard.

8 Hazard Scenario

8.1 In the metal shop (environment), while clearing a snag (trigger), a worker's hand (exposure) comes into contact with a rotating pulley. It pulls his hand into the machine and severs his fingers (consequences) quickly.

8.2 To perform a risk assessment, you would ask:

8.2.1 What can go wrong?

8.2.1.1 The worker's hand could come into contact with a rotating object that "catches" it and pulls it into the machine.

8.2.2 What are the consequences?

8.2.2.1 The worker could receive a severe injury and lose fingers and hands.

8.2.3 How could it happen?

8.2.3.1 The accident could happen as a result of the worker trying to clear a snag during operations or as part of a maintenance activity while the pulley is operating. Obviously, this hazard scenario could not occur if the pulley is not rotating.

8.2.4 What are other contributing factors?

8.2.4.1 This hazard occurs very quickly. It does not give the worker much opportunity to recover or prevent it once his hand comes into contact with the pulley.

8.2.4.2 This is an important factor, because it helps you determine the severity and likelihood of an accident when selecting appropriate hazard controls. Unfortunately, experience has shown that training is not very effective in hazard control when triggering events happen quickly because humans can react only so quickly.

8.2.5 How likely is it that the hazard will occur?

8.2.5.1 This determination requires some judgment. If there have been “near-misses” or actual cases, then the likelihood of a recurrence would be considered high. If the pulley is exposed and easily accessible, that also is a consideration. In the example, the likelihood that the hazard will occur is high because there is no guard preventing contact, and the operation is performed while the machine is running. By following the steps in this example, you can organize your hazard analysis activities.

8.3 The examples that follow show how a risk assessment can be used to identify the existing or potential hazards for each basic step involved in grinding iron castings.

8.4 Grinding Iron Castings:

8.4.1 Job Steps:

8.4.1.1 Step 1. Reach into metal box to right of machine, grasp casting, and carry to wheel.

8.4.1.2 Step 2. Push casting against wheel to grind off burr.

8.4.1.3 Step 3. Place finished casting in box to left of machine.

9 Risk Assessment

9.1 It is a requirement of Platinum Control Technologies that all risks/hazards must be addressed and mitigated using the corresponding Risk Assessment forms.

9.2 The formal hazard identification process must be used for routine and non-routine tasks as well as new processes, when changes in operations occur, and as necessary to protect the work force, safeguard the environment, and to protect company and hiring client assets.

9.3 Supervisors and their designees are responsible for completing the risk assessment forms.

9.4 The form is designed to describe:

9.4.1 The task,

9.4.2 The hazard and

9.4.3 How to control the hazard.

10 Hierarchy of Controls

10.1 It is a requirement of Platinum Control Technologies that employees are trained on hierarchy of controls and must be used to mitigate hazards.

10.1.1 When a hazard is identified, first attempt to eliminate the hazard.

10.1.2 If elimination is not practicable, use substitution,

10.1.3 If substitution is not practicable, use engineering controls.

10.1.4 If engineering controls are not practicable, implement administrative controls.

10.1.5 If the hazard cannot be adequately controlled using engineering and/or administrative controls, employees must use Personal Protective Equipment.

10.1.6 A combination of engineering controls, administrative controls, and Personal Protective Equipment is usually best.

10.2 Lessons Learned shall be incorporated into the risk assessment process using plan-do-check-act.

11 JSA Form Requirements

11.1 The name of the supervisor and supervisory approval must be addressed and on the JSA.

11.2 The location of the worksite; personal protective equipment (PPE); weather hazards; work activity; planned job steps; potential hazards; actions to mitigate hazards must be addressed and on the JSA.

11.3 The JSA is required to be developed, reviewed, and signed by the work crew, and any visitors to the site.

11.4 The JSA shall be updated (red-lined) based upon additional hazards being discovered and corresponding changes when applicable.

11.5 Hazards associated with SIMOPS must be addressed on the JSA.

11.6 Mitigations implemented during execution of work must be addressed.

11.7 Emergency procedures must be clearly defined on the JSA for the task, such as nearest hospital with directors, first aid personnel, drivers of vehicles to transport injured, doctor, and phone numbers for ambulance, police, fire, etc.

11.8 Emergency procedures for work site preparations for egress and muster points shall be addressed.

11.9 Individuals responsibilities must be clearly defined.

11.10 The JSA must identify task specific requirements including:

11.10.1 Personnel, Equipment/Tools, Process Controls, Permits, etc.

11.11 A specific means of communication must be identified and is addressed.

11.12 Upper management shall conduct a quality review of the JSA's on at least a quarterly basis.

12 Risk Assessment Form

Picture of task/equipment:	**Task:**	
	Name of Shop or Dept:	
	Job Title(s):	
	Analyzed by:	
	Date:	
Required PPE:		
Required/Recommended Trainings:		

TASK	**HAZARDS**	**CONTROLS**

13 Risk Analysis Matrix

Consequences

Likelihood

Risk Analysis Matrix	Insignificant (1) No injuries – minimal financial loss	Minor (2) First aid treatment – medium financial loss	Moderate (3) Medical treatment – high financial loss	Major (4) Hospital – large financial loss	Catastrophic (5) Death – massive financial loss
Almost certain (5) Often occurs - once a week	Moderate (5)	High (10)	High (15)	Catastrophic (20)	Catastrophic (25)
Likely (4) Could easily happen – once a month	Moderate (4)	Moderate (8)	High (12)	Catastrophic (16)	Catastrophic (20)
Possible (3) Could happen or known it to happen – once a year	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2) Hasn't happened yet but could – once every 10 years	Low (2)	Moderate (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1) Conceivable but only on extreme circumstances – once in 100 years	Low (1)	Low (2)	Low (3)	Moderate (4)	Moderate (5)

Platinum Control Technologies

Safe Return to Work (Modified Duty)	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 51

1 Safe Return to Work Program

1.1 Platinum Control Technologies defines “Modified” work as temporary modified work assignments within the worker’s physical abilities, knowledge, and skills.

1.2 Where feasible, modified work positions will be made available to injured employees in order to minimize or eliminate time loss.

1.3 For any business reason, at any time, we may elect to change the working shift of any employee based on the business needs of this company.

1.4 The physical requirements of modified work will be provided to the attending physician.

1.5 Modified work positions are then developed with consideration of the worker’s physical abilities, the business needs of Platinum Control Technologies and the availability of modified work.

1.6 Platinum Control Technologies has developed the following policy on Safe Return to Work to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Job specific.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Modified Work

4.1 Platinum Control Technologies is responsible for ensuring that modified work being offered is consistent with the medical restrictions listed by the health care provider.

4.2 Workers are responsible for ensuring that changes in the scope of the modified work must adhere to the medical restrictions.

4.3 Modified work is temporary and should be managed with a goal to return the individual to full time work as soon as deemed medically fit.

5 Modified Work Assignment

5.1 A list of jobs available to be performed for employees on modified duty will be maintained.

5.2 All jobs will be assessed to determine which jobs can be performed by persons working under specific restrictions.

5.3 A Physical Demands Analysis (PDA) shall be prepared for each of these jobs to ensure workers are placed accordingly.

5.4 Platinum Control Technologies will determine appropriate work hours, shifts, duration, and locations of all work assignments.

5.5 Platinum Control Technologies reserves the right to determine the availability, appropriateness, and continuation of all transitional assignments and job offers.

6 Communication

6.1 Employees of Platinum Control Technologies will be informed of the Safe Return to Work policy during:

6.1.1 New Hire Orientation,

6.1.2 Jobsite Safety Talks and

6.1.3 The policy is posted in the main office.

6.2 It is the responsibility of the worker and/or supervisor to immediately notify management of any changes concerning a transitional/temporary work assignment.

6.3 Management will then communicate with the insurance carrier and attending physician as applicable.

6.4 Supervisors must be made aware of the restrictions to ensure the modified work meets the physician's orders.

7 Medical Records

7.1 It is the policy of Platinum Control Technologies that medical records must be kept strictly on a need-to-know basis. The records must be kept in a locked file.

8 Employee Responsibilities

8.1 Accident Reporting

8.1.1 An accident is any unplanned event that disrupts normal work activities and may or may not result in injury or property damage.

8.1.2 All work-related accidents, injuries, and near misses must be reported immediately to Management.

8.1.3 If an accident occurs, but does not require professional medical treatment, the supervisor should immediately be informed so that an accident analysis can be completed.

8.1.4 If first-aid treatment is needed, it should be sought on-site.

8.1.5 If an accident occurs which requires professional medical treatment, the worker should follow the emergency response plan.

8.1.6 The worker must fill out a workers' compensation 801 form as soon as possible.

8.2 Worker's physical condition

8.2.1 If professional medical treatment is sought, the worker should inform the attending physician that Platinum Control Technologies has a return-to-work program with light duty/modified assignments available.

8.2.2 The worker should obtain a Release to Return-to-Work form and completed Job Description form (if available) from Management.

8.2.3 This should be provided to the treating physician and should be returned to Management following the initial medical treatment.

8.3 Worker Able to Return to Work

8.3.1 If the attending physician releases the worker to return to work, as evidenced by completion of a Release to Return-to-Work form and Job Description Form, the form(s) must be returned to management within 24 hours for assignment of light duty/modified work.

8.3.2 The worker must report for work at the designated time.

8.3.3 The worker cannot return to work without a release from the attending physician.

8.3.4 If the worker returns to a transitional/temporary job, the worker must make sure that he or she does not go beyond either the duties of the job or the physician's restrictions.

8.3.5 If the worker's restrictions change at any time, he or she must notify his or her supervisor at once and give the supervisor a copy of the new medical release.

9 Employer Responsibilities

9.1 Accident Reporting

9.1.1 The supervisor will conduct an accident analysis on all accidents, regardless of whether an injury occurs.

9.1.2 When an accident occurs, which results in injury requiring professional medical treatment, management will forward a completed workers' compensation 801 form to the insurance carrier within five (5) calendar days of knowledge of the injury or illness.

9.1.3 Other information will be forwarded as soon as developed, including:

9.1.3.1 Name of worker's attending physician.

9.1.3.2 Completed Release to Return to Work Form from attending physician and medical documentation, if appropriate.

9.1.3.3 Completed transitional/modified or regular job description.

9.1.3.4 Job Offer letter and responses.

9.1.4 The supervisor will notify the insurance carrier of any changes in the worker's medical or work status as soon as possible.

9.2 Medical treatment and temporary/transitional duty physical condition.

9.2.1 A Release to Return-to-Work form and a completed Job Description form (if available) will be provided to the worker to take to the attending physician for completion and/or approval.

9.2.2 At the time of first medical treatment the Release to Return-to-Work form must be completed and returned to Management.

9.2.2.1 If one is not, Management will request one from the attending physician.

9.2.3 The completed Release to Return-to-Work form will be reviewed by Management.

9.2.4 A temporary/transitional Job Description form will be prepared from information obtained from the attending physician for review and approval.

9.3 Job Offer Letter

9.3.1 Upon receipt of a signed temporary/transitional Job Description form from the attending physician, a written Job Offer letter will be prepared by Platinum Control Technologies.

9.3.2 It will be mailed by both regular and certified mail to the worker's last known address or presented to the worker.

9.3.3 The letter will note the doctor's approval and will explain the job duties, report date, wage, hours, report time duration of transitional work assignment, phone number, and location of the transitional assignment.

9.3.4 The worker will be asked to sign the bottom of the job offer letter indicating acceptance or refusal of the offered work assignment.

9.3.5 Copies of the Job Description, Work Releases, and Job Offer letters will be forwarded to the insurance carrier.

9.4 Supervisor

9.4.1 The supervisor will monitor the worker's performance to ensure the worker does not exceed the worker's physician release.

9.4.2 The supervisor will monitor the worker's recovery progress through regular contact to assess when and how often duties may be changed.

9.4.3 The supervisor will assess the company's ability to adjust work assignments upon receipt of changes in physical capacities.

10 Incident Records

10.1 It is a requirement of Platinum Control Technologies to maintain written records of incident details.

10.2 This will help Platinum Control Technologies recall information about the circumstances of the incident at a later time and will demonstrate due diligence.

10.3 Incident investigation records must be maintained.

10.4 Records must be kept of communications with the injured employee regarding modified work.

10.5 Workers Compensation and medical records, where applicable, must also be maintained.

11 Local Heath Care Providers

11.1 Local health care providers will be advised that Platinum Control Technologies provides modified work to injured employees, whenever practicable.

11.2 This will be accomplished by contacting and making arrangements with clinics who specialize in Occupational Health, and recommending injured employees seek treatment there.

11.3 If/when this is not practicable, a standard letter will be drafted that outlines the company's modified work opportunities.

11.4 Injured employees must take this letter with them when they visit their health care provider.

12 On the Job Accidents

12.1 If you have a work-related injury and are missing time from work, contact our Human Resources Department for details regarding time loss.

13 Employee Acknowledgment

13.1 The return-to-work policy and procedures have been explained to me.

13.2 I have read and fully understand all procedures and responsibilities.

13.3 I agree to observe and follow these procedures.

13.4 I have received a copy of this policy and procedure.

13.5 I understand failure to follow these procedures may affect my re-employment, reinstatement, and vocational assistance rights.

Employee Print Name Signature Date

Platinum Control Technologies

Scaffolds	Reference: 29 CFR 1926.451	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 52

1 Scaffolds Program

1.1 Platinum Control Technologies has developed the following policy on Scaffolds to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, fall protection, hard hats, work boots, safety goggles, work gloves.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

3.2 It is the responsibility of the competent person to ensure that scaffolds are inspected and safe before use.

3.3 Any equipment deemed unsafe must be tagged out by the competent person and must be complied with.

3.4 Only qualified and competent personnel are allowed to modify scaffolding systems.

3.5 A tagging system shall be utilized by competent persons to identify unsafe equipment or conditions.

3.6 All company employees must comply with the tagging system warnings.

4 Training

4.1 Training will be conducted by Alex Garay or their competent designee for employees whose job activities involve the use of Scaffolds.

4.2 The training will cover the fall, falling objects, and electrical hazards of the work space.

4.2.1 The procedures for mitigating and controlling electrical hazards and the appropriate procedures for erecting, maintaining, and disassembling the fall protection systems and falling object protection systems being utilized.

4.2.2 The proper use of scaffolding and how to properly handle materials while on the scaffold;

4.2.3 The maximum intended load and the maximum load carrying capabilities of the scaffold; and

4.2.4 The requirements from the regulatory standard that are applicable to the operations.

4.3 Retraining is required where:

4.4 Equipment present a hazard about which an employee has not been previously trained,

4.5 An employee's work involving scaffolds indicate that the he/she has not retained the training

4.6 Changes at the worksite present a new hazard an employee(s) has not been previously trained.

4.7 Changes in the types of:

4.7.1.1 Scaffolds,

4.7.1.2 Fall protection,

4.7.1.3 Falling object protection.

5 Capacity

5.1 It is a requirement of Platinum Control Technologies that each scaffold and scaffold component must support without failure its own weight and at least 4 times the maximum intended load applied or transmitted to it.

5.2 Scaffolds will be designed by a competent person and will be constructed and loaded in accordance with that design. Scaffolds must not be overloaded.

5.3 Direct connections to roofs and floors, and counterweights used to balance adjustable suspension scaffolds, will be capable of resisting at least 4 times the tipping moment imposed by the scaffold operating at the rated load of the hoist, or 1.5 (minimum) times the tipping moment imposed by the scaffold operating at the stall load of the hoist, whichever is greater.

5.4 Each suspension rope, including connecting hardware, used on non-adjustable suspension scaffolds must be capable of supporting, without failure, at least 6 times the maximum intended load applied or transmitted to that rope.

5.5 Each suspension rope, including connecting hardware, used on adjustable suspension scaffolds must be capable of supporting, without failure, at least 6 times the maximum intended load applied or transmitted to that rope with the scaffold operating at either the rated load of the hoist, or 2 (minimum) times the stall load of the hoist, whichever is greater.

5.6 The stall load of any scaffold hoist must not exceed 3 times its rated load.

6 Scaffold Platform Construction

6.1 Each platform on all working levels of scaffolds must be fully planked or decked between the front uprights and the guardrail supports as follows:

6.1.1 Each platform unit (e.g., scaffold plank, fabricated plank, fabricated deck, or fabricated platform) must be installed so that the space between adjacent units and the space between the platform and the uprights is no more than 1 inch (2.5 cm) wide, except where the employer can demonstrate that a wider space is necessary (for example, to fit around uprights when side brackets are used to extend the width of the platform).

6.1.2 Where Platinum Control Technologies makes the demonstration provided for in this section, the platform will be planked or decked as fully as possible and the remaining open space between the platform and the uprights must not exceed 9 1/2 inches (24.1 cm).

6.1.2.1 The requirement in paragraph 6.1 to provide full planking or decking does not apply to platforms used solely as walkways or solely by employees performing scaffold erection or dismantling.

6.1.2.2 In these situations, only the planking that the employer establishes is necessary to provide safe working conditions is required.

6.1.3 Each scaffold platform and walkway must be at least 18 inches (46 cm) wide.

6.1.4 Each ladder jack scaffold, top plate bracket scaffold, roof bracket scaffold, and pump jack scaffold must be at least 12 inches (30 cm) wide. There is no minimum width requirement for boatswains' chairs.

6.1.4.1 Note to paragraph 6.1.4 Pursuant to an administrative stay effective November 29, 1996 and published in the Federal Register on November 25, 1996, the requirement in 6.1.4 that roof bracket scaffolds be at least 12 inches wide is stayed until November 25, 1997 or until rulemaking regarding the minimum width of roof bracket scaffolds has been completed, whichever is later.

6.1.5 Where scaffolds must be used in areas that are so narrow that platforms and walkways cannot be at least 18 inches (46 cm) wide, such platforms and walkways will be as wide as feasible, and employees on those platforms and walkways will be protected from fall hazards by the use of guardrails and/or personal fall arrest systems.

6.1.6 The front edge of all platforms must not be more than 14 inches (36 cm) from the face of the work, unless guardrail systems are erected along the front edge and/or personal fall arrest systems are used in accordance with paragraph (g) of this section to protect employees from falling.

6.1.7 The maximum distance from the face for outrigger scaffolds must be 3 inches (8 cm).

6.1.8 The maximum distance from the face for plastering and lathing operations must be 18 inches (46 cm).

6.1.9 Each end of a platform, unless cleated or otherwise restrained by hooks or equivalent means, must extend over the centerline of its support at least 6 inches (15 cm).

6.1.10 Each end of a platform 10 feet or less in length must not extend over its support more than 12 inches (30 cm) unless the platform is designed and installed so that the cantilevered portion of the platform is able to support employees and/or materials without tipping, or has guardrails which block employee access to the cantilevered end.

6.1.11 Each platform greater than 10 feet in length must not extend over its support more than 18 inches (46 cm), unless it is designed and installed so that the cantilevered portion of the platform is able to support employees without tipping, or has guardrails which block employee access to the cantilevered end.

6.2 On scaffolds where scaffold planks are abutted to create a long platform, each abutted end must rest on a separate support surface. This provision does not preclude the use of common support members, such as "T" sections, to support abutting planks, or hook on platforms designed to rest on common supports.

6.3 On scaffolds where platforms are overlapped to create a long platform, the overlap must occur only over supports, and must not be less than 12 inches (30 cm) unless the platforms are nailed together or otherwise restrained to prevent movement.

6.4 At all points of a scaffold where the platform changes direction, such as turning a corner, any platform that rests on a bearer at an angle other than a right angle must be laid first, and platforms which rest at right angles over the same bearer must be laid second, on top of the first platform.

6.5 Wood platforms must not be covered with opaque finishes, except that platform edges may be covered or marked for identification. Platforms may be coated periodically with wood preservatives, fire-retardant finishes, and slip-resistant finishes; however, the coating may not obscure the top or bottom wood surfaces.

6.6 Scaffold components manufactured by different manufacturers must not be intermixed unless the components fit together without force and the scaffold's structural integrity is maintained by the user. Scaffold components manufactured by different manufacturers must not be modified in order to intermix them unless a competent person determines the resulting scaffold is structurally sound.

6.7 Scaffold components made of dissimilar metals must not be used together unless a competent person has determined that galvanic action will not reduce the strength of any component to a level below that required.

7 Supported Scaffolds

7.1 Supported scaffolds with a height to base width (including outrigger supports, if used) ratio of more than four to one (4:1) must be restrained from tipping by guying, tying, bracing, or equivalent means, as follows:

7.2 Guys, ties, and braces must be installed at locations where horizontal members support both inner and outer legs.

7.2.1 Guys, ties, and braces must be installed according to the scaffold manufacturer's recommendations or at the closest horizontal member to the 4:1 height and be repeated vertically at locations of horizontal members every 20 feet (6.1 m) or less thereafter for scaffolds 3 feet (0.91 m) wide or less, and every 26 feet (7.9 m) or less thereafter for scaffolds greater than 3 feet (0.91 m) wide. The top guy, tie or brace of completed scaffolds must be placed no further than the 4:1 height from the top. Such guys, ties and braces must be installed at each end of the scaffold and at horizontal intervals not to exceed 30 feet (9.1 m) (measured from one end [not both] towards the other).

7.2.2 Ties, guys, braces, or outriggers must be used to prevent the tipping of supported scaffolds in all circumstances where an eccentric load, such as a cantilevered work platform, is applied or is transmitted to the scaffold.

7.3 Supported scaffold poles, legs, posts, frames, and uprights must bear on base plates and mud sills or other adequate firm foundation.

7.3.1 Footings must be level, sound, rigid, and capable of supporting the loaded scaffold without settling or displacement.

7.3.2 Unstable objects must not be used to support scaffolds or platform units.

7.3.3 Unstable objects must not be used as working platforms.

7.4 Front-end loaders and similar pieces of equipment must not be used to support scaffold platforms unless they have been specifically designed by the manufacturer for such use.

7.5 Fork-lifts must not be used to support scaffold platforms unless the entire platform is attached to the fork and the fork-lift is not moved horizontally while the platform is occupied.

7.6 Supported scaffold poles, legs, posts, frames, and uprights must be plumb and braced to prevent swaying and displacement.

8 Suspension Scaffolds

8.1 All suspension scaffold support devices, such as outrigger beams, cornice hooks, parapet clamps, and similar devices, must rest on surfaces capable of supporting at least 4 times the load imposed on them by the scaffold operating at the rated load of the hoist (or at least 1.5 times the load imposed on them by the scaffold at the stall capacity of the hoist, whichever is greater).

8.2 Suspension scaffold outrigger beams, when used, must be made of structural metal or equivalent strength material, and must be restrained to prevent movement.

8.3 The inboard ends of suspension scaffold outrigger beams must be stabilized by bolts or other direct connections to the floor or roof deck, or they must have their inboard ends stabilized by counterweights, except masons' multi-point adjustable suspension scaffold outrigger beams must not be stabilized by counterweights.

8.4 Before the scaffold is used, direct connections must be evaluated by a competent person who must confirm, based on the evaluation, that the supporting surfaces are capable of supporting the loads to be imposed. In addition, masons' multi-point adjustable suspension scaffold connections must be designed by an engineer experienced in such scaffold design.

8.5 Counterweights must be made of non-flowable material. Sand, gravel and similar materials that can be easily dislocated must not be used as counterweights.

8.5.1 Only those items specifically designed as counterweights must be used to counterweight scaffold systems. Construction materials such as, but not limited to, masonry units and rolls of roofing felt, must not be used as counterweights.

8.5.2 Counterweights must be secured by mechanical means to the outrigger beams to prevent accidental displacement.

8.5.3 Counterweights must not be removed from an outrigger beam until the scaffold is disassembled.

8.6 Outrigger beams which are not stabilized by bolts or other direct connections to the floor or roof deck must be secured by tiebacks.

8.6.1 Tiebacks must be equivalent in strength to the suspension ropes.

8.6.2 Outrigger beams must be placed perpendicular to its bearing support (usually the face of the building or structure). However, where the employer can demonstrate that it is not possible to place an outrigger beam perpendicular to the face of the building or structure because of obstructions that cannot be moved, the outrigger beam may be placed at some other angle, provided opposing angle tiebacks are used.

8.6.3 Tiebacks must be secured to a structurally sound anchorage on the building or structure. Sound anchorages include structural members, but do not include standpipes, vents, other piping systems, or electrical conduit.

8.6.4 Tiebacks must be installed perpendicular to the face of the building or structure, or opposing angle tiebacks must be installed. Single tiebacks installed at an angle are prohibited.

8.7 Suspension scaffold outrigger beams must be:

8.7.1 Provided with stop bolts or shackles at both ends;

8.7.2 Securely fastened together with the flanges turned out when channel iron beams are used in place of I-beams;

8.7.3 Installed with all bearing supports perpendicular to the beam center line;

8.7.4 Set and maintained with the web in a vertical position; and

8.7.5 When an outrigger beam is used, the shackle or clevis with which the rope is attached to the outrigger beam must be placed directly over the center line of the stirrup.

8.8 Suspension scaffold support devices such as cornice hooks, roof hooks, roof irons, parapet clamps, or similar devices must be:

8.8.1 Made of steel, wrought iron, or materials of equivalent strength;

8.8.2 Supported by bearing blocks; and

8.8.3 Secured against movement by tiebacks installed at right angles to the face of the building or structure, or opposing angle tiebacks must be installed and secured to a structurally sound point of anchorage on the building or structure. Sound points of anchorage include structural members, but do not include standpipes, vents, other piping systems, or electrical conduit.

8.9 Tiebacks must be equivalent in strength to the hoisting rope.

8.10 When winding drum hoists are used on a suspension scaffold, they must contain not less than four wraps of the suspension rope at the lowest point of scaffold travel. When other types of hoists are used, the suspension ropes must be long enough to allow the scaffold to be lowered to the level below without the rope end passing through the hoist, or the rope end must be configured or provided with means to prevent the end from passing through the hoist.

8.11 The use of repaired wire rope as suspension rope is prohibited.

8.12 Wire suspension ropes must not be joined together except through the use of eye splice thimbles connected with shackles or coverplates and bolts.

8.13 The load end of wire suspension ropes must be equipped with proper size thimbles and secured by eyesplicing or equivalent means.

8.14 Ropes must be inspected for defects by a competent person prior to each workshift and after every occurrence which could affect a rope's integrity. Ropes must be replaced if any of the following conditions exist:

8.14.1 Any physical damage which impairs the function and strength of the rope.

8.14.2 Kinks that might impair the tracking or wrapping of rope around the drum(s) or sheave(s).

8.14.3 Six randomly distributed broken wires in one rope lay or three broken wires in one strand in one rope lay.

8.14.4 Abrasion, corrosion, scrubbing, flattening or peening causing loss of more than one-third of the original diameter of the outside wires.

8.14.5 Heat damage caused by a torch or any damage caused by contact with electrical wires.

8.14.6 Evidence that the secondary brake has been activated during an overspeed condition and has engaged the suspension rope.

8.14.7 Swaged attachments or spliced eyes on wire suspension ropes must not be used unless they are made by the wire rope manufacturer or a qualified person.

8.15 When wire rope clips are used on suspension scaffolds:

8.15.1 There must be a minimum of 3 wire rope clips installed, with the clips a minimum of 6 rope diameters apart;

8.15.2 Clips must be installed according to the manufacturer's recommendations;

8.15.3 Clips must be retightened to the manufacturer's recommendations after the initial loading;

8.15.4 Clips must be inspected and retightened to the manufacturer's recommendations at the start of each workshift thereafter;

8.15.5 U-bolt clips must not be used at the point of suspension for any scaffold hoist;

8.15.5.1 When U-bolt clips are used, the U-bolt must be placed over the dead end of the rope, and the saddle must be placed over the live end of the rope.

8.16 Suspension scaffold power-operated hoists and manual hoists must be tested by a qualified testing laboratory.

8.17 Gasoline-powered equipment and hoists must not be used on suspension scaffolds.

8.18 Gears and brakes of power-operated hoists used on suspension scaffolds must be enclosed.

8.19 In addition to the normal operating brake, suspension scaffold power-operated hoists and manually operated hoists must have a braking device or locking pawl which engages automatically when a hoist makes either of the following uncontrolled movements: an instantaneous change in momentum or an accelerated overspeed.

8.20 Manually operated hoists must require a positive crank force to descend.

8.21 Two-point and multi-point suspension scaffolds must be tied or otherwise secured to prevent them from swaying, as determined to be necessary based on an evaluation by a competent person. Window cleaners' anchors must not be used for this purpose.

8.22 Devices whose sole function is to provide emergency escape and rescue must not be used as working platforms. This provision does not preclude the use of systems which are designed to function both as suspension scaffolds and emergency systems.

9 Access

9.1 It is the determination of Platinum Control Technologies to provide safe means of access for each employee erecting or dismantling a scaffold where the provision of safe access is feasible and does not create a greater hazard. The employer must have a competent person determine whether it is feasible or would pose a greater hazard to provide, and have employees use a safe means of access. This determination must be based on site conditions and the type of scaffold being erected or dismantled.

9.2 When scaffold platforms are more than 2 feet (0.6 m) above or below a point of access, portable ladders, hook-on ladders, attachable ladders, stair towers (scaffold stairways/towers), stairway-type ladders (such as ladder stands), ramps, walkways, integral prefabricated scaffold access, or direct access from another scaffold, structure, personnel hoist, or similar surface must be used. Crossbraces must not be used as a means of access.

9.3 Portable, hook-on, and attachable ladders (Additional requirements for the proper construction and use of portable ladders are contained in subpart X of this part -- Stairways and Ladders):

9.4 Portable, hook-on, and attachable ladders must be positioned so as not to tip the scaffold;

9.5 Hook-on and attachable ladders must be positioned so that their bottom rung is not more than 24 inches (61 cm) above the scaffold supporting level;

9.6 When hook-on and attachable ladders are used on a supported scaffold more than 35 feet (10.7 m) high, they must have rest platforms at 35-foot (10.7 m) maximum vertical intervals.

9.7 Hook-on and attachable ladders must be specifically designed for use with the type of scaffold used;

9.8 Hook-on and attachable ladders must have a minimum rung length of 11 1/2 inches (29 cm); and

9.9 Hook-on and attachable ladders must have uniformly spaced rungs with a maximum spacing between rungs of 16 3/4 inches.

9.10 Stairway-type ladders must:

9.10.1 Be positioned such that their bottom step is not more than 24 inches (61 cm) above the scaffold supporting level;

9.10.2 Be provided with rest platforms at 12 foot (3.7 m) maximum vertical intervals;

9.10.3 Have a minimum step width of 16 inches (41 cm), except that mobile scaffold stairway-type ladders must have a minimum step width of 11 1/2 inches (30 cm); and

9.10.4 Have slip-resistant treads on all steps and landings.

9.11 Stair towers (scaffold stairway/towers) must be positioned such that their bottom step is not more than 24 inches (61 cm.) above the scaffold supporting level.

9.12 A stair rail consisting of a top rail and a midtrial must be provided on each side of each scaffold stairway.

9.13 The top rail of each stair rail system must also be capable of serving as a handrail, unless a separate handrail is provided.

9.14 Handrails, and top rails that serve as handrails, must provide an adequate handhold for employees grasping them to avoid falling.

9.15 Stair rail systems and handrails must be surfaced to prevent injury to employees from punctures or lacerations, and to prevent snagging of clothing.

9.16 The ends of stair rail systems and handrails must be constructed so that they do not constitute a projection hazard.

9.17 Handrails, and top rails that are used as handrails, must be at least 3 inches (7.6 cm) from other objects.

9.18 Stair rails must be not less than 28 inches (71 cm) nor more than 37 inches (94 cm) from the upper surface of the stair rail to the surface of the tread, in line with the face of the riser at the forward edge of the tread.

9.19 A landing platform at least 18 inches (45.7 cm) wide by at least 18 inches (45.7 cm) long must be provided at each level.

9.20 Each scaffold stairway must be at least 18 inches (45.7 cm) wide between stair rails.

9.21 Treads and landings must have slip-resistant surfaces.

9.22 Stairways must be installed between 40 degrees and 60 degrees from the horizontal.

9.23 Guardrails meeting the requirements of paragraph (g)(4) of this section must be provided on the open sides and ends of each landing.

9.24 Riser height must be uniform, within 1/4 inch, (0.6 cm) for each flight of stairs. Greater variations in riser height are allowed for the top and bottom steps of the entire system, not for each flight of stairs.

9.25 Tread depth must be uniform, within 1/4 inch, for each flight of stairs.

9.26 Ramps and walkways 6 feet (1.8 m) or more above lower levels must have guardrail systems which comply with subpart M of this part -- Fall Protection;

9.27 No ramp or walkway must be inclined more than a slope of one (1) vertical to three (3) horizontal (20 degrees above the horizontal).

9.28 If the slope of a ramp or a walkway is steeper than one (1) vertical in eight (8) horizontal, the ramp or walkway must have cleats not more than fourteen (14) inches (35 cm) apart which are securely fastened to the planks to provide footing.

9.29 Integral prefabricated scaffold access frames must:

9.29.1 Be specifically designed and constructed for use as ladder rungs;

9.29.2 Have a rung length of at least 8 inches (20 cm);

9.29.3 Not be used as work platforms when rungs are less than 11 1/2 inches in length, unless each affected employee uses fall protection, or a positioning device, which complies with 1926.502;

9.29.4 Be uniformly spaced within each frame section;

9.29.5 Be provided with rest platforms at 35-foot (10.7 m) maximum vertical intervals on all supported scaffolds more than 35 feet (10.7 m) high; and

9.29.6 Have a maximum spacing between rungs of 16 3/4 inches (43 cm). Non-uniform rung spacing caused by joining end frames together is allowed, provided the resulting spacing does not exceed 16 3/4 inches (43 cm).

9.30 Steps and rungs of ladder and stairway type access must line up vertically with each other between rest platforms.

9.31 Direct access to or from another surface must be used only when the scaffold is not more than 14 inches (36 cm) horizontally and not more than 24 inches (61 cm) vertically from the other surface.

9.32 Hook-on or attachable ladders must be installed as soon as scaffold erection has progressed to a point that permits safe installation and use.

9.33 When erecting or dismantling tubular welded frame scaffolds, (end) frames, with horizontal members that are parallel, level and are not more than 22 inches apart vertically may be used as climbing devices for access, provided they are erected in a manner that creates a usable ladder and provides good hand hold and foot space.

9.34 Cross braces on tubular welded frame scaffolds must not be used as a means of access or egress.

9.35 Employees are prohibited from working on scaffolds covered with snow, ice, or other slippery material except as necessary for removal of such materials.

9.36 Where swinging loads are being hoisted onto or near scaffolds such that the loads might contact the scaffold, tag lines or equivalent measures to control the loads must be used.

9.37 Suspension ropes supporting adjustable suspension scaffolds must be of a diameter large enough to provide sufficient surface area for the functioning of brake and hoist mechanisms.

9.38 Suspension ropes must be shielded from heat-producing processes. When acids or other corrosive substances are used on a scaffold, the ropes must be shielded, treated to protect against the corrosive substances, or must be of a material that will not be damaged by the substance being used.

9.39 Work on or from scaffolds is prohibited during storms or high winds unless a competent person has determined that it is safe for employees to be on the scaffold and those employees are protected by a personal fall arrest system or wind screens. Wind screens must not be used unless the scaffold is secured against the anticipated wind forces imposed.

9.40 Debris must not be allowed to accumulate on platforms.

9.41 Makeshift devices, such as but not limited to boxes and barrels, must not be used on top of scaffold platforms to increase the working level height of employees.

9.42 Ladders must not be used on scaffolds to increase the working level height of employees, except on large area scaffolds where employers have satisfied the following criteria:

9.43 When the ladder is placed against a structure which is not a part of the scaffold, the scaffold must be secured against the sideways thrust exerted by the ladder;

9.44 The platform units must be secured to the scaffold to prevent their movement;

9.45 The ladder legs must be on the same platform or other means must be provided to stabilize the

9.46 1926.451(f)(15)(iv)

9.47 The ladder legs must be secured to prevent them from slipping or being pushed off the platform.

9.48 Platforms must not deflect more than 1/60 of the span when loaded.

10 Fall protection

10.1 Each employee on a scaffold more than 10 feet (3.1 m) above a lower level must be protected from falling to that lower level.

10.2 Each employee on a boatswains' chair, catenary scaffold, float scaffold, needle beam scaffold, or ladder jack scaffold must be protected by a personal fall arrest system;

10.3 Each employee on a single-point or two-point adjustable suspension scaffold must be protected by both a personal fall arrest system and guardrail system;

10.4 Each employee on a crawling board (chicken ladder) must be protected by a personal fall arrest system, a guardrail system (with minimum 200 pound toprail capacity), or by a three-fourth inch (1.9 cm) diameter grabline or equivalent handhold securely fastened beside each crawling board;

10.5 Each employee on a self-contained adjustable scaffold must be protected by a guardrail system (with minimum 200 pound toprail capacity) when the platform is supported by the frame structure, and by both a personal fall arrest system and a guardrail system (with minimum 200 pound toprail capacity) when the platform is supported by ropes;

10.6 Each employee on a walkway located within a scaffold must be protected by a guardrail system (with minimum 200 pound toprail capacity) installed within 9 1/2 inches (24.1 cm) of and along at least one side of the walkway.

10.7 Each employee performing overhand bricklaying operations from a supported scaffold must be protected from falling from all open sides and ends of the scaffold (except at the side next to the wall being laid) by the use of a personal fall arrest system or guardrail system (with minimum 200 pound toprail capacity).

10.8 For all scaffolds not otherwise specified in paragraphs (g)(1)(i) through (g)(1)(vi) of this section, each employee must be protected by the use of personal fall arrest systems or guardrail systems meeting the requirements of paragraph (g)(4) of this section.

10.9 Effective September 2, 1997, the employer must have a competent person determine the feasibility and safety of providing fall protection for employees erecting or dismantling supported scaffolds. Employers are required to provide fall protection for employees erecting or dismantling supported scaffolds where the installation and use of such protection is feasible and does not create a greater hazard.

10.10 Vertical lifelines, independent support lines, and suspension ropes must not be attached to each other, nor must they be attached to or use the same point of anchorage, nor must they be attached to the same point on the scaffold or personal fall arrest system.

10.11 Guardrail systems installed to meet the requirements of this section must comply with the following provisions (guardrail systems built in accordance with Appendix A to this subpart will be deemed to meet the requirements of paragraphs (g)(4)(vii), (viii), and (ix) of this section):

10.12 Guardrail systems must be installed along all open sides and ends of platforms. Guardrail systems must be installed before the scaffold is released for use by employees other than erection/dismantling crews.

10.13 When midrails, screens, mesh, intermediate vertical members, solid panels, or equivalent structural members are used, they must be installed between the top edge of the guardrail system and the scaffold platform.

10.14 When midrails are used, they must be installed at a height approximately midway between the top edge of the guardrail system and the platform surface.

10.15 When screens and mesh are used, they must extend from the top edge of the guardrail system to the scaffold platform, and along the entire opening between the supports.

10.16 When intermediate members (such as balusters or additional rails) are used, they must not be more than 19 inches (48 cm) apart.

10.17 Each toprail or equivalent member of a guardrail system must be capable of withstanding, without failure, a force applied in any downward or horizontal direction at any point along its top edge of at least 100 pounds (445 n) for guardrail systems installed on single-point adjustable suspension scaffolds or two-point adjustable suspension scaffolds, and at least 200 pounds (890 n) for guardrail Suspension scaffold hoists and non-walk-through stirrups may be used as end guardrails, if the space between the hoist or stirrup and the side guardrail or structure does not allow passage of an employee to the end of the scaffold.

10.18 Guardrails must be surfaced to prevent injury to an employee from punctures or lacerations, and to prevent snagging of clothing.

10.19 The ends of all rails must not overhang the terminal posts except when such overhang does not constitute a projection hazard to employees.

10.20 Steel or plastic banding must not be used as a toprail or midrail.

10.21 Manila or plastic (or other synthetic) rope being used for toprails or midrails must be inspected by a competent person as frequently as necessary to ensure that it continues to meet the strength requirements.

10.22 Crossbracing is acceptable in place of a midrail when the crossing point of two braces is between 20 inches (0.5 m) and 30 inches (0.8 m) above the work platform or as a toprail when the crossing point of two braces is between 38 inches (0.97 m) and 48 inches (1.3 m) above the work platform. The end points at each upright must be no more than 48 inches (1.3 m) apart.

11 Falling Object Protection

11.1 In addition to wearing hardhats each employee on a scaffold must be provided with additional protection from falling hand tools, debris, and other small objects through the installation of toeboards, screens, or guardrail systems, or through the erection of debris nets, catch platforms, or canopy structures that contain or deflect the falling objects. When the falling objects are too large, heavy or massive to be contained or deflected by any of the above-listed measures, the employer must place such potential falling objects away from the edge of the surface from which they could fall and must secure those materials as necessary to prevent their falling.

11.2 Where there is a danger of tools, materials, or equipment falling from a scaffold and striking employees below, the following provisions apply:

11.2.1 The area below the scaffold to which objects can fall must be barricaded, and employees must not be permitted to enter the hazard area; or

11.2.2 A toeboard must be erected along the edge of platforms more than 10 feet (3.1 m) above lower levels for a distance sufficient to protect employees below, except on float (ship) scaffolds where an edging of 3/4 x 1 1/2 inch (2 x 4 cm) wood or equivalent may be used in lieu of toeboards;

11.2.3 Where tools, materials, or equipment are piled to a height higher than the top edge of the toeboard, paneling or screening extending from the toeboard or platform to the top of the guardrail must be erected for a distance sufficient to protect employees below; or

11.2.4 A guardrail system must be installed with openings small enough to prevent passage of potential falling objects; or

11.2.5 A canopy structure, debris net, or catch platform strong enough to withstand the impact forces of the potential falling objects must be erected over the employees below.

11.3 Canopies, when used for falling object protection, must comply with the following criteria:

11.4 Canopies must be installed between the falling object hazard and the employees.

11.4.1 When canopies are used on suspension scaffolds for falling object protection, the scaffold must be equipped with additional independent support lines equal in number to the number of points supported, and equivalent in strength to the strength of the suspension ropes.

11.4.2 Independent support lines and suspension ropes must not be attached to the same points of anchorage.

11.5 Where used, toeboards must be:

11.5.1 Capable of withstanding, without failure, a force of at least 50 pounds (222 n) applied in any downward or horizontal direction at any point along the toeboard (toeboards built in accordance with Appendix A to this subpart will be deemed to meet this requirement); and

11.5.2 At least three and one-half inches (9 cm) high from the top edge of the toeboard to the level of the walking/working surface. Toeboards must be securely fastened in place at the outermost edge of the platform and have not more than 1/4 inch (0.7 cm) clearance above the walking/working surface. Toeboards must be solid or with openings not over one inch (2.5 cm) in the greatest dimension.

12 Overhead Lines

12.1 It is a requirement of Platinum Control Technologies that scaffolds must not be erected, used, dismantled, altered, or moved such that they or any conductive material handled on them might come closer to exposed and energized power lines than as follows:

12.1.1 Less than 50 kv- 10 feet,

12.1.2 More than 50 kv- 10 feet plus 0.4 inches for each 1 kv over 50 kv.

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Platinum Control Technologies

Scaffolds	Reference: 29 CFR 1926.451	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 53

1 Short Service Employee (SSE) Program

1.1 The Short Service Employee (SSE) program applies to employees who have less than six months service with Platinum Control Technologies or craft.

1.2 The purpose of the program is to ensure that these contractor employees have an initial orientation of safety requirements prior to performing work under direct on-site supervision of a designated contractor employee who also serves as a mentor/trainer.

1.3 Platinum Control Technologies has developed the following policy on Short Service Employees to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Employee orientation, Awareness training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, eye & ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 It is the policy of Platinum Control Technologies that an initial employee orientation is required before performing work on locations.

4.2 Orientation must be conducted by the person-in-charge and will include the following:

4.2.1 Management Safety Commitment,

4.2.2 General Safety Rules (and obtain signature),

4.2.3 General requirements for personal protective equipment,

4.2.4 Injury reporting and medical follow-up procedures,

4.2.5 Review regulatory and job skills training specific to immediate job tasks,

4.2.6 Required participation in safety meetings and pre-job and JSA process,

4.2.7 Site-specific orientation presented by the SSE Mentor.

4.2.7.1 Minimum site-specific orientation will include operations overview, emergency action plan, facility sign-in and sign-out, hazard identification and reporting, SDS information, H2S if applicable, etc.

4.3 Short Service Employees (SSE's) will be kept to a minimum on a work location at any given time.

5 Short Service Employee (SSE) Guideline

5.1 Prior to starting work, Platinum Control Technologies shall notify the host facility (project coordinator, contractor contact, and/or on-site supervisor) if Short Service Employees are present on work crews.

5.2 An SSE may only work under the direct on-site supervision of a designated contractor employee who, as one of his or her duties, serves as a mentor/trainer in safety for the SSE. Never Alone.

5.2.1 An exception to the mentor/trainer requirement may be granted for non-gang related activities (e.g., welders, heavy equipment operator, truck drivers, etc.) To be eligible for an exception, the employee must have a high level of previous work experience in the same job family.

5.2.2 An exception may also be granted for a supervisor with a high level of previous work experience in the same job family.

5.2.2.1 The exception request must be submitted in writing and approved by management.

5.3 The contractor person-in-charge must notify the company representative of a SSE working on Platinum Control Technologies's premises and provide documentation on the Short Service Employee.

5.3.1 Required approval must be received prior to the individual starting work.

5.4 SSE's must be easily identified while on our locations. This can be accomplished by using colored hard hats, reflective hat stickers or bands, vests, or any similar means.

5.4.1 The method used must be communicated with the host client.

5.5 Presence of an SSE will be communicated during morning HSE Meetings and noted on JSA.

5.6 A work crew of less than 5 employees may not have more than one Short Service Employee.

6 SSE Hard Hat Recognition

6.1 All New SSE's that will need recognition will no longer need to wear a green hard hat, a green hard hat can be utilized or a white hard hat with an SSE sticker on both sides for recognition. Due to studies of extreme heat causing solid colors to observe more heat temperatures and causing a potential case of heat stress.

7 Roles and Responsibilities

7.1 The SSE Mentor who is experienced and knowledgeable will be responsible for overseeing orientation, training and observation of SSE during first six months of employment.

7.1.1 The SSE Mentor will coach and supervise work.

7.1.2 The SSE's safety will be of highest priority while learning the new job and unfamiliar tasks.

7.2 Short Service Employees will be monitored for compliance with health, safety, and environmental policies and procedures.

7.2.1 Once the Short Service Employee has demonstrated competency and compliance with HSE policies and procedures, the contractor may remove the hi-visibility identifier.

7.3 The SSE must consult with and listen to the SSE Mentor, and will be responsible for performing work as directed, but always has the responsibility to speak up when and if work is deemed unsafe.

8 Subcontractors

8.1 It is the policy of Platinum Control Technologies that subcontractors must manage their Short Service Employees in accordance with the requirements of the Short Service Employee program.

9 General Safety Rules

9.1 It is your RIGHT AND OBLIGATION to prevent or cease work for any reason if you are concerned about safety, unsafe conditions, or hazards.

9.2 You must report promptly to your supervisor any injury you sustain while at work. You are also encouraged to report accident details that did not result in personal injury or property damage, but could have if the circumstances had been different, via the Near Miss Reporting Process.

9.3 NEVER run unless the situation is life threatening.

9.4 NEVER engage in scuffling practical joking, or horseplay on the job.

9.5 Appropriate hearing protection MUST BE WORN in areas where signs are posted warning of excessive noise levels and in areas where equipment is being operated. Hearing protection must also be worn in posted areas that are suspected of temporary excessive noise.

9.6 Safety hard hats MUST be worn on company work sites at all times.

9.7 Everyone MUST wear approved safety glasses at all times while on Company work sites where the potential for eye injury exists. The only exception to this is when special-purpose eye protection is used.

9.8 Steel toe safety boots MUST be worn on company work sites at all times.

9.9 Clothing suited to the work, the weather, and the environment must be worn

9.10 Other PPE such as climbing harness for working at heights, face shield and goggles while grinding, proper gloves, etc. will be utilized as per the hazard assessment for that particular job.

9.11 Your supervisor or the Company person in charge MUST familiarize you with the following on your initial assignment at a work site:

9.11.1 Emergency, fire, and escape procedures (including alarm identification).

9.11.2 Potential for hazardous gases such as H2S.

9.11.3 Location of survival craft (capsules or other types).

9.11.4 Emergency, abandon platform, and man overboard alarms. (Note: Items above are offshore specific.)

10 General Safety Rules Certification

10.1 This is to certify that I have received a copy of the company's General Safety Rules. I have read the rules and understand the contents and agree to abide by these rules.

10.2 Also, I agree to visit with my supervisor and understand other applicable safety rules which apply to the specific work I will be performing on company's job sites and premises.

10.3 I understand that by safety and the safety of others is my #1 responsibility.

10.4 I will not take action until I understand the safe way to perform the tasks assigned to me.

10.5 I agree to speak up and as necessary stop any job I recognize as unsafe.

Date:	
Name (print):	
Signature:	
Driver License #	
Employer's Name:	

Platinum Control Technologies

Spill Prevention & Response	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 54

1 Spill Prevention & Response Program

1.1 Oil spill cleanup workers can face potential hazards from oil byproducts, dispersants, detergents and degreasers.

1.2 Drowning, heat illness, falls, as well as encounters with insects, snakes and other wild species native to the impacted areas.

1.3 Platinum Control Technologies has developed the following policy on Spill Prevention and Response to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, spill kit, hazmat suits, hard hats, safety goggles, respirators.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the risk of spilled material.

4.2 The training will cover:

4.2.1 Proper response procedures for spilled materials,

4.2.2 Materials available for use,

4.2.3 Proper waste disposal and

4.2.4 Communication procedures.

4.3 Employee training should include the processes and materials with which they are working, the safety hazards, the practices for preventing spills, and the procedures for responding properly and rapidly to toxic and hazardous materials incidents.

5 Storage

5.1 It is a requirement of Platinum Control Technologies that chemical substances must be stored in proper containers to minimize the potential for a spill.

5.1.1 Whenever possible, chemicals will be kept in closed containers and stored so they are not exposed to stormwater.

5.2 It is a requirement of Platinum Control Technologies that good housekeeping practices must be kept in areas where chemicals may be used or stored.

5.2.1 This includes, but is not limited to, clean and organized storage, labeling, and secondary containment where necessary.

6 Spill Response Materials

6.1 Platinum Control Technologies will ensure that an adequate spill kit is readily available when required.

6.1.1 Considerations will be made for both the type and quantity of materials.

6.2 Spill kits are generally broken down into three different categories; general purpose, oil and hazmat.

6.3 Material compatibility of the chemicals with the containers and the container with its environment; keeping substances in closed containers and away from potential receiving waters; good housekeeping including neat and orderly storage of chemicals and prompt removal of spillage.

6.4 **General Purpose**

6.4.1 Is designed for both water-based liquids as well as hydrocarbons.

6.4.2 General purpose spill kits are made with gray absorbents, making them effective for cleaning up water and hydrocarbons.

6.5 **Oil Only**

6.5.1 Contains white absorbents and is designed to clean up hydrocarbons such as oil and gasoline.

6.5.2 The absorbents found in this kit float on water for more effective cleanup contact with the hydrocarbons.

6.6 **Hazmat**

6.6.1 Is designed for spills involving highly corrosive acids and solvents.

6.6.2 Hazmat spill kits contain yellow-colored absorbents.

6.7 A material inventory identifying hazardous substances and toxic chemicals should be part of the risk identification and assessment plan and is needed to determine the potential for spills.

7 Spill Response Procedure

7.1 Spills must be reported immediately to company supervision. Notification of a discharge must be reported to appropriate personnel to initiate immediate action, formal written reports for review and evaluation by management, and notification as required by law to governmental and environmental agencies.

7.2 In the event of a fuel, oil, or chemicals spill the following steps should apply:

7.2.1 Stop work, shut down equipment.

7.2.2 Move personnel to safe area.

7.2.3 Identify the substance spilled and refer to SDS for appropriate safety procedures.

7.2.4 Conduct a hazard assessment and implement controls.

7.2.5 Minimize and safely contain spill.

7.2.6 Immediately notify supervisor.

7.2.7 Alarm others if lives are in danger.

7.3 Contain spill by attempting to stop the flow at the source. Use pails, tarpaulins, barrels, dikes or berms immediately once safe to enter spill area. A shallow excavation may be made to contain or stop the flow of the product. Spills adjacent to or on waterways must be cleaned up as quickly as possible to prevent them from entering the water body.

7.4 Once area is safe and spill has been contained start clean up. Sorbent materials may be used to both contain and cleanup spilled material. Ensure traffic is minimized on and around contaminated areas. The use of a vacuum truck may be appropriate to skim off contaminates.

7.5 Notification of a discharge must be reported to appropriate personnel to initiate immediate action, formal written reports for review and evaluation by management, and notification as required by law to governmental and environmental agencies.

7.6 **Clean up Materials and Tools**

7.6.1 Spill pads, absorbent materials (warehouse, trucks).

7.6.2 Shovels.

7.6.3 Sand, dirt etc.

7.6.4 Personnel.

7.6.5 Pails, tarpaulins, barrels.

7.6.6 Safety gloves and goggles.

7 Spill Response Procedures Continued

7.7 **Waste Handling**

7.7.1 If unsure of waste disposal requirements, ask.

7.7.2 Remove waste material from spill site only with consent of supervisor.

7.7.3 Documentation is required for removal of waste by the Person-in-Charge of the spill (oil, fuel or chemicals are not domestic waste).

7.7.4 If using barrels for storage of waste ensure barrels are empty and bungs are in.

7.7.5 Clearly mark the barrel or container of what residue or waste is inside.

7.7.6 Once spilled material is cleaned up they will be incinerated, if safe to do so, or disposed of at an approved waste facility. (Km 90 Nuisance Grounds)

7.8 **Large Spills**

7.8.1 A command and control center may be needed.

7.8.2 Temporary access roads may be needed.

7.8.3 Establish Zones may be needed. (i.e.: Hot Zone downwind first)

7.9 **Liquid Spill**

7.9.1 Minor Leak 100ft (30m)

7.9.2 Small Leak 400ft (125m)

7.9.3 Large Leak 1,200ft (375m)

7.9.3.1 Record names and functions of all personnel on site.

7.9.3.2 Establish an evacuation area.

7.9.3.3 Implement a safety indoctrination procedure for spill site.

7.9.3.4 Establish a communication system.

7.9.3.5 Set up 24 hour supervision of site.

7 Spill Response Procedures Continued

7.10 Note: For Fuel or hydraulic spills the threshold limit is 100 liters.

7.10.1 When reporting a spill of 100 liters or more, the person reporting the spill shall provide the following:

7.10.1.1 Date and time of spill.

7.10.1.2 Direction spill is moving (or if it has stopped).

7.10.1.3 Name and phone number of persons close to the location of the spill.

7.10.1.4 Type of containment spilled and quantity spilled.

7.10.1.5 Cause of spill.

7.10.1.6 Whether the spill is continuing or has stopped.

7.10.1.7 Description of the existing containment.

7.10.1.8 Actions taken to recover, clean-up and dispose of spilled containment.

7.10.1.9 Name, address and phone number of person reporting the spill.

7.10.1.10 Name of the person in charge of management or control at the time of the spill.

7.11 Spill Kits will be available and carried in equipment and vehicles, which will contain sorbent material, a disposable container, safety gloves and goggles, and a shovel.

7.12 Extra spill kits and materials will be available to contain larger spills and be stored at camp and storage locations Sorbent material to be carried in vehicles and equipment.

7.13 Vehicles and equipment 10 pads and 2 socks.

7.14 Fuel and service trucks 200 pads and 12 socks.

8 Emergency Contact List

Name or Agency	Phone Number
Alex Garay	817-529-6485

9 Recommended Spill Response Actions

9.1 In the event of a spill or release of the waste in other than the disposal facility, the driver and crew will take the following actions: [Note: Adapt the following information to your needs based upon your operations and the type of waste(s) hauled.]

9.1.1 Render first aid, if necessary.

9.1.2 Make emergency notifications using the emergency telephone contact list (below).

9.1.3 Quickly gather and safeguard all SDSs, waste profiles and special waste manifests.

9.1.4 Make initial assessments regarding spill. Has waste spilled into or near a watercourse or drainage? Has the waste created a traffic hazard? Are there immediate dangers to human health, such as inhalation of asbestos or toxic ash due to windy conditions or likelihood of fire due to fuel leakage?

9.1.5 Place emergency triangles, flags or flares, as appropriate.

9.1.6 Evacuate upwind if necessary. Otherwise proceed…

9.1.7 If the weather is inclement, use the tarping or plastic sheeting and/or the absorbent material from the clean up kit to prevent run-off or fugitive emissions.

9.1.8 If spill is minor, don necessary PPE and use clean up kit items to sweep and/or shovel spilled waste back into truck or into the spare bag or container kept in the clean up kit. If the spilled waste is sludge or infectious waste (or otherwise requires disinfection due to pathogens), decontaminate the ground and equipment with the bleach and water solution. If the spill involves asbestos waste, use water mister to lightly wet and consider using the tarp or plastic sheeting. Be sure to place all used PPE into a plastic bag for disposal or cleaning.

9.1.9 If the spill is major and can not be safely or effectively cleaned up by the driver and/or crew using the spill kit, contact 817-529-6485.

9.1.10 Document the date, time of incident, persons on scene, summary of clean up actions taken, departure time, and any other information deemed relevant on the company's incident report form.

10 Emergency Telephone List

10.1 Fire/Police Response: 911

10.2 "Your Company's" Dispatch/Emergency Notification Number: 817-529-6485

10.3 Other numbers, such as hospitals, large-spill environmental contractors, etc.

11 Clean Up Kit Contents

11.1 The following items will be kept with the truck and readily available to the drivers and/or crew during the transportation of solid waste:

11.1.1 Broom

11.1.2 Shovel

11.1.3 Large tarp (you describe…)

11.1.4 Absorbents (you describe…)

11.1.5 1 or 2 gallon spray container with water (will be 10% bleach and water solution when transporting WWTP sludge)

11.1.6 5 heavy-duty plastic bags

11.1.7 Generic labels (with self-adhesive)

11.1.8 5 extra special waste manifests

11.1.9 1 roll of duct tape

11.1.10 5 incident report forms (attach a copy)

11.1.11 PPE (coveralls, Tyvex suit, Tyvex or rubber booties, latex gloves, leather work gloves, eye protection, steel-toe boots, dust mask/respirator, other PPE as appropriate)

12 Additional Safety-Related Items

12.1 The following safety-related items will be kept with the truck and will be readily available to the drivers and/or crew during the transportation of solid waste:

12.1.1 Communications equipment (cellular telephone, two-way radio)

12.1.2 Flares, triangles, cones

12.1.3 First aid kit

12.1.4 Fire extinguisher

Printed Name

Signature

Date

Platinum Control Technologies

Stop Work Authority (SWA)	Reference: www.OSHA.gov
Safety Director	Alex Garay
Phone Number	817-529-6485
Revision Date	8/21/2023

CHAPTER 55

1 Stop Work Authority Program

1.1 This program establishes the Stop Work Authority (SWA) of all employees and contractors to suspend individual tasks or group operations when the control of Health, Safety or Environmental (HSE) risk is not clearly recognized or understood and/or equipment service is compromised.

1.2 It is the policy of Platinum Control Technologies that:

1.2.1 All employees have the authority and responsibility to stop any task or operation where concerns or questions regarding the control of HSE exist.

1.2.2 No work will resume until all stop work issues and concerns have been effectively addressed and the designated individual with restart authority determines that the imminent risk does not exist or no longer exists.

1.2.3 Any form of retribution or intimidation directed at any team member or company for exercising their authority as outlined in this program will not be tolerated.

1.3 This “stop work” program applies to all Platinum Control Technologies projects and operations.

1.4 Platinum Control Technologies has developed the following policy on Stop Work Authority (SWA) to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, eye & ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Employees will be trained on Stop Work Authority and the contents of this program prior to beginning work and on an ongoing basis.

4.2 The training will be documented to include:

4.2.1 The employee name,

4.2.2 The dates of training and subject.

5 Key Roles and Responsibilities

5.1 Senior management creates a culture that promotes SWA and supports use of SWA without potential for retribution, supervisors and managers honor SWA requests and resolve before resuming operations, HSE provides training, support, documentation and monitors compliance of SWA program, employees and contractors initiate stop work and support stop work initiated by others.

5.2 Operations managers have a responsibility to accept and support all "stop work" intervention from employees. Management will resolve issues resulting from a team member's "stop work" concerns and ensure no actions are taken as retribution against team member(s) who raise safety concerns to stop an activity they believe is unsafe. This action of "stop work" will also include any evidence of potential equipment service interruption due to unsafe or undocumented processes (methods of procedure) when performing equipment installations or maintenance.

5.3 Employees have a responsibility and are authorized to "stop work" on any activity or situation they believe danger or a risk is present to them or a coworker without fear of retribution from management. The "stop work" may include discussion with other employees or management or - Safety Director to resolve work related issues, address potential unsafe conditions, and/or clarify work instructions, etc.

5.4 The Safety Director is responsible for monitoring compliance with the requirements of this program, the maintenance of associated documents, processes, training materials, identification of trends, and sharing of lessons learned.

6 Stop Work Authority Procedure

6.1 Employees who identify a potentially unsafe condition or act which could result in an undesirable event, a "stop work" intervention must be immediately initiated for the individual(s) and/or equipment potentially at risk. All potential unsafe condition or acts must be documented on a Job Safety Analysis Card (JSA/STAC) card. The card must be completed daily at the beginning of every job to identify all potential unsafe condition or issues.

6.2 The team member who identified the "stop work" incident will notify all affected employees and their Operations Manager of the stop work issue.

6.3 All employees will discuss and gain agreement on the "stop work" issue.

6.4 Resolve any issues that have resulted in the "stop work". The issue resolution or corrective action must be discussed with all employees, including manager, and be in place before return to work.

6.5 If employees cannot provide a resolution to the "stop work", then work will be suspended until a resolution can be achieved. The operation manager must make the final determination on the corrective action and provide the go-ahead to continue.

6.6 All corrective actions on job "stop work" incidence when finalized must be documented. The team member(s) must use the Incident Reporting form for this process.

6.7 All Stop Work Authority occurrences should be documented to evaluate effectiveness of the program and identify areas for improvement.

7 Reporting

7.1 All "stop work" concerns must be documented as a "near miss" report. Employees must use the Incident Reporting policy form for reporting purposes. The report must be reviewed by the management and front line supervisors in order to:

7.1.1 Identify the "stop work" incident,

7.1.2 Notify and report to affected employees and Operations Manager,

7.1.3 Provide corrective action to job stoppage,

7.1.4 Resume work after issues has been resolved and cleared to proceed

7.1.5 Facilitate lessons learned with employees.

7.2 The Safety Director will publish incident details regarding the "stop work" action to the Operations Manager and all employees outlining the issue, corrective action, and lessons learned.

7.3 No retribution will follow a stop work action initiated in good faith even if it is deemed unnecessary.

8 Follow-Up

8.1 Management will review all "stop work" reports within one week in order to identify any additional investigation or follow-up required.

8.2 Management and front line supervisors must review SWA reports in order to measure participation, establish the quality of SWA interventions, and corrective actions, establish trends, discover opportunities for improvement, and establish lessons learned.

8.3 The report will be used as part of "lessons learned". Operation Managers will provide the root cause analysis to the "stop work" action and identify any potential opportunities for improvement, encourage team member's participation, and share lessons learned.

8.4 It is the desired outcome of any Stop Work Intervention that the identified safety concern(s) have been addressed to the satisfaction of all involved persons prior to the resumption of work. Most issues can be adequately resolved in a timely manner at the job site, occasionally additional investigation and corrective actions may be required to identify and address root causes.

9 Employee Acknowledgement

9.1 I have read and understand the Stop Work Authority policy and understand that I have the authority and obligation to Stop Work.

9.1.1 Employee Name:_____

9.1.2 Signature:_____

9.1.3 Date:_____

10 Stop Work Authority Several Step Process

10.1 Stop - when an employee perceives conditions or behaviors that pose imminent danger, he or she must immediately initiate a stop work intervention.

10.2 Notify - notify affected personnel and supervision of the stop work action.

10.3 Investigate - affected personnel will discuss the situation and come to an agreement on the stop work action.

10.4 Correct - Corrective actions will be made according to the corrections agreed upon in the investigation.

10.5 Resume - All affected employees will be notified of what corrective actions were implemented and work will recommence by personnel with restart authority.

10.6 Follow Up - A root cause analysis to the stop work will be completed to identify any potential opportunities for improvement.

Platinum Control Technologies

Subcontractor Management Plan	Reference: www.OSHA.gov
Safety Director	Alex Garay
Phone Number	817-529-6485
Revision Date	8/21/2023

CHAPTER 56

1 Subcontractor Management Program

1.1 The Subcontract Management Plan (SMP) describes the process used to select subcontractors and manage them efficiently.

1.2 The SMP combines the concerns of requirements management, project planning, project tracking, and project oversight for basic management control, along with necessary coordination of quality assurance and configuration management, and applies this control to the subcontractor as appropriate.

1.3 Platinum Control Technologies has developed the following policy on Subcontractor Management to ensure the safety of our employees/contractors and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, eye & face.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Subcontractor Pre-qualification

4.1 It is a requirement of Platinum Control Technologies that subcontractors must go through the qualification process by filling out the attached questionnaire.

4.2 Safety programs, safety training documents, TRIR, EMR, DART, Fatality Rate will be used as criteria for selecting our subcontractors.

4.3 Subcontractors will be included in all:

4.3.1 Pre-job safety orientations and pre-job meetings,

4.3.2 Tailgate safety meetings, job safety analysis or hazard assessments, and on the job safety inspections.

4.3.3 The designated Safety Director of the subcontractor will be notified in advance of such meetings to ensure attendance.

4.3.4 Material will be saved for those not in attendance.

4.4 Post-job safety performance reviews will be conducted on subcontractors.

5 Subcontractor Management Questionnaire

Project Name:				
Sub-Contractor Name:				
Sub-Contractor ABN:				
Sub-Contractor Address:			Phone:	
Sub-Contractor Safety Representative:				
Contract Description:				
Location of Works:				
Project Officer				
Timing of Works (approximate):	**Start date:**		**End date:**	

5.1 Safety Policy

5.1.1 Please state your safety policy below or attached as a separate document.

5.2 Responsibilities

5.2.1 State what responsibilities persons have when working on site.

5.2.2 It must be stated who is responsible for the safety on site, if a safety Officer is appointed and also if a committee is required.

5 Subcontractor Management Questionnaire Continued

5.3 Scope and Construction Activity Details

List Major Activities:

5.4 Hazard & Risk control register

5.4.1 List the hazards of the works, what the risks are associated with those Hazards and what control measure will be put into place to reduce the risks, this should be done using the Hierarchy of Control.

Hazard	Control

5.5 First Aid and Injury Management

5.5.1 Describe any specific Injury Management processes for this contract, including reporting when required.

5.6 Emergency Procedures

5.6.1 Identify emergency procedures.

5 Subcontractor Management Questionnaire Continued

5.7 Public Protection

5.7.1 Describe the plans / controls to protect the public and student for work activities.

5.8 Incident reporting and investigation

5.9 All subcontractors must report to the company all incidents and accidents in a prompt and timely manner.

5.10 Subcontractors involved in any incident or accident must perform an incident investigation, identify root causes and causal factors, develop corrective actions, and have a methodology for determining the effectiveness of the corrective actions.

5.10.1 Describe how incidents will be reported, recorded and investigated and how you will report it.

5.10.2 You also must describe how you will advise if a OSHA inspector has visited your worksite.

5.11 Sign Off

5.11.1 The plan must be signed by a senior person in the organization.

Signature Date

Platinum Control Technologies

Trenching, Shoring, & Excavations	Reference: 29 CFR 1926 Subpart P	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 57

1 Trenching, Shoring & Excavations Program

1.1 OSHA defines an excavation as any man-made cut, cavity, trench, or depression in the Earth's surface formed by earth removal.

1.2 A trench is defined as a narrow excavation (in relation to its length) made below the surface of the ground. In general, the depth of a trench is greater than its width, but the width of a trench (measured at the bottom) is not greater than 15 feet (4.6 m).

1.3 Trenching and excavation work presents serious hazards to all workers involved.

1.3.1 Cave-ins pose the greatest risk and are more likely than some other excavation-related incidents to result in worker fatalities.

1.3.2 One cubic yard of soil can weigh as much as a car.

1.3.3 An unprotected trench can lead to death.

1.4 It is a requirement of Platinum Control Technologies that workers enter trenches only after adequate protections are in place to address cave-in hazards.

1.5 Other potential hazards associated with trenching work include falling loads, hazardous atmospheres, and hazards from mobile equipment.

1.6 Platinum Control Technologies has developed the following policy on Trenching, Shoring and Excavations to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification training.

2.2 PPE: Safety vests, hard hats, work boots, work gloves, eye & ear.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

3.2 Alex Garayis the person responsible and capable of identifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous or dangerous to workers, and is authorized to take prompt corrective measures to eliminate them.

3.3 Under the Excavation standards, tasks performed by the competent person include:

3.4 Inspect excavations/trenches daily,

3.5 Classifying soil,

3.6 Inspecting protective systems,

3.7 Designing structural ramps,

3.8 Monitoring water removal equipment and

3.9 Conducting site inspections.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve Trenching, Shoring and Excavations.

5 Soil Classification

5.1 Some of the compliance methods permitted under the Excavation standards require a competent person to classify soil and rock deposits as:

5.1.1 Stable rock,

5.1.2 Type A soil,

5.1.3 Type B soil or

5.1.4 Type C soil.

5.2 Stable Rock – Natural solid mineral matter that can be excavated with vertical sides and remain intact while exposed.

5.3 Type A

5.3.1 Cohesive soils with an unconfined compressive strength of 1.5 tons per square foot (tsf) (144 kPa) or greater. Examples include: clay, silty clay, sandy clay, and clay loam. Certain conditions preclude soil from being classified as Type A. For example, no soil is Type A if it is fissured or has been previously disturbed.

5.4 Type B

5.4.1 Includes cohesive soil with an unconfined compressive strength greater than 0.5 tsf (48 kPa) but less than 1.5 tsf (144 kPa) and granular cohesion less soils (such as angular gravel, similar to crushed rock, silt, silt loam, sandy loam, and, in some cases, silty clay loam and sandy clay loam).

5.5 Type C

5.5.1 Cohesive soil with an unconfined compressive strength of 0.5 tsf (48 kPa) or less, granular soils (including gravel, sand, and loamy sand), submerged soil or soil from which water is freely seeping, submerged rock that is not stable, or material in a sloped, layered system where the layers dip into the excavation or with a slope of four horizontal to one vertical (4H:1V) or steeper.

5.5.1.1 Note: Unconfined compressive strength means the load per unit area at which a soil will fail in compression. It can be determined by laboratory testing or estimated in the field using a pocket penetrometer, thumb penetration tests, or other methods.

5.6 Soil classifications shall be determined by testing and that protective systems be designed based on soil classifications.

6 Call Before You Dig

6.1 Prior to starting work, it is a requirement of Platinum Control Technologies that 811 must be called to determine the approximate location(s) of utility and underground installations.

6.1.1 Including sewer, telephone, fuel, electric, and water lines.

6.2 Contact and notify the utility companies or owners involved to inform them of the proposed work within established or customary local response times.

6.3 Ask the utility companies or owners to establish the location of underground installations prior to the start of excavation work. If they cannot respond within 24 hours (unless the period required by state or local law is longer) or cannot establish the exact location of the utility installations, employers may proceed with caution, which includes using detection equipment or other acceptable means to locate utility installations.

6.4 Determine the exact location of underground installations by safe and acceptable means when excavation operations approach the approximate location of the installations.

6.5 Ensure that while the excavation is open, underground installations are protected, supported or removed as necessary to safeguard workers.

7 Access and Egress

7.1 It is a requirement of Platinum Control Technologies that devices such as including ladders, steps, ramps, or other safe means of exit will be provided for the safe access and egress to all excavations for employees working in trench excavations 4 feet (1.22 meters) or deeper.

7.1.1 Ramps, ladders, stairs, etc, must have the means of egress within 25 feet of lateral travel for employees.

7.1.2 There must be a clear path of no more than 25 feet for a worker to exit the excavation.

7.2 In the instance that workers any be exposed to traffic barricades/barriers will be erected.

7.2.1 Employees must wear the provided reflective safety vests.

8 General Trenching and Excavation Rules

8.1 Keep heavy equipment away from trench edges.

8.2 Identify other sources that might affect trench stability.

8.3 Keep excavated soil (spoils) and other materials at least 2 feet (0.6 meters) from trench edges.

8.4 Know where underground utilities are located before digging.

8.5 Test for atmospheric hazards such as low oxygen, hazardous fumes and toxic gases when > 4 feet deep.

8.6 Inspect trenches at the start of each shift.

8.7 Inspect trenches following a rainstorm or other water intrusion.

8.8 Do not work under suspended or raised loads and materials.

8.9 Employees shall not work under loads of lifting or digging equipment. Employees are required to stand away from any vehicle being loaded or unloaded to avoid being struck by any spillage or falling materials.

8.10 Inspect trenches after any occurrence that could have changed conditions in the trench.

8.11 Ensure that personnel wear high visibility or other suitable clothing when exposed to vehicular traffic.

9 Atmospheric Testing

9.1 Prior to entry and periodically during operation atmospheric testing will be conducted for contaminants such as oxygen and flammable gases.

10 Protective Systems

10.1 Employees will be protected from water accumulation using shields.

10.2 Employees shall not work in excavations in which there is accumulated water, or in excavations in which water is accumulating, unless adequate precautions have been taken to protect affected company employees against the hazards posed by water accumulation.

10.3 The precautions necessary to protect affected employees adequately, vary with each situation, but could include special support or shield systems to protect from cave-ins, water removal to control the level of accumulating water, or use of a safety harness and lifeline.

10.4 If water is controlled or prevented from accumulating by the use of water removal equipment, the water removal equipment and operations must be monitored by a competent person to ensure proper operation.

10.5 This program requires that if excavation work interrupts the natural drainage of surface water (such as streams), diversion ditches, dikes, or other suitable means shall be used to prevent surface water from entering the excavation and to provide adequate drainage of the area adjacent to the excavation.

10.6 Excavations subject to runoff from heavy rains will require an inspection by a competent person.

10.7 Protective systems will be inspected by a competent person before work begins.

10.8 There are different types of protective systems.

10.8.1 Benching means a method of protecting workers from cave-ins by excavating the sides of an excavation to form one or a series of horizontal levels or steps, usually with vertical or near-vertical surfaces between levels.

10.8.1.1 Benching cannot be done in Type C soil.

10.8.2 Sloping involves cutting back the trench wall at an angle inclined away from the excavation. Shoring requires installing aluminum hydraulic or other types of supports to prevent soil movement and cave-ins.

10.8.3 Shielding protects workers by using trench boxes or other types of supports to prevent soil cave-ins. Designing a protective system can be complex because you must consider many factors: soil classification, depth of cut, water content of soil, changes caused by weather or climate, surcharge loads (e.g., spoil, other materials to be used in the trench) and other operations in the vicinity.

10.9 Guardrails will be installed for crossings and walkways to protect from falls.

10.10 Each employee in an excavation will be protected from cave-ins by an adequate protective system designed except when:

10.10.1 Excavations are made entirely in stable rock or

10.10.2 Excavations are less than 5 feet (1.52 m) in depth and examination of the ground by a competent person provides no indication of a potential cave-in.

10.11 Protective systems will have the capacity to resist without failure all loads that are intended or could reasonably be expected to be applied or transmitted to the system.

10.12 Adequate protection shall be provided to protect employees from loose rock or soil or excavated or other materials or equipment that could pose a hazard by falling or rolling from into excavations.

11 Design of Sloping and Benching Systems

11.1 The slopes and configurations of sloping and benching systems will be selected and constructed as follows:

11.1.1 Option (1) - Allowable configurations and slopes.

11.1.1.1 Excavations will be sloped at an angle not steeper than one and one-half horizontal to one vertical (34 degrees measured from the horizontal), unless one of the other options listed below.

11.1.1.2 Slopes will be excavated to form configurations that are in accordance with the slopes shown for Type C soil.

11.1.2 Option (2) - Determination of slopes and configurations. Maximum allowable slopes, and allowable configurations for sloping and benching systems, will be determined in accordance with the conditions and requirements set forth.

11.1.3 Option (3) - Designs using other tabulated data.

11.1.3.1 Designs of sloping or benching systems will be selected from and in accordance with tabulated data, such as tables and charts.

11.1.3.2 The tabulated data will be in written form and will include all of the following:

11.1.3.2.1 Identification of the parameters that affect the selection of a sloping or benching system drawn from such data,

11.1.3.2.2 Identification of the limits of use of the data, to include the magnitude and configuration of slopes determined to be safe,

11.1.3.2.3 Explanatory information as may be necessary to aid the user in making a correct selection of a protective system from the data.

11.1.3.2.4 At least one copy of the tabulated data which identifies the registered professional engineer who approved the data, will be maintained at the jobsite during construction of the protective system. After that time the data may be stored off the jobsite, but a copy of the data will be made available to the Secretary upon request.

11.1.4 Option (4) - Design by a registered professional engineer.

11.1.4.1 Sloping and benching systems not utilizing Option (1) or Option (2) or Option (3) will be approved by a registered professional engineer.

11.1.4.2 Designs will be in written form and will include at least the following:

11.1.4.2.1 The magnitude of the slopes that were determined to be safe for the particular project,

11.1.4.2.2 The configurations that were determined to be safe for the particular project,

11.1.4.2.3 The identity of the registered professional engineer approving the design.

11.1.4.3 At least one copy of the design will be maintained at the jobsite while the slope is being constructed. After that time the design need not be at the jobsite, but a copy will be made available to the Secretary upon request.

12 Materials and equipment

12.1 Materials and equipment used for protective systems must be free from damage or defects that might impair their proper function.

12.2 Manufactured materials and equipment used for protective systems must be used and maintained in a manner that is consistent with the recommendations of the manufacturer, and in a manner that will prevent employee exposure to hazards.

12.3 When material or equipment that is used for protective systems is damaged, a competent person will examine the material or equipment and evaluate its suitability for continued use. If the competent person cannot assure the material or equipment is able to support the intended loads or is otherwise suitable for safe use, then such material or equipment will be removed from service, and will be evaluated and approved by a registered professional engineer before being returned to service.

13 Installation and Removal of Support

13.1 Members of support systems will be securely connected together to prevent sliding, falling, kickouts, or other predictable failure.

13.2 Support systems will be installed and removed in a manner that protects employees from cave-ins, structural collapses, or from being struck by members of the support system.

13.3 Individual members of support systems will not be subjected to loads exceeding those which those members were designed to withstand.

13.4 Before temporary removal of individual members begins, additional precautions will be taken to ensure the safety of employees, such as installing other structural members to carry the loads imposed on the support system.

13.5 Removal will begin at, and progress from, the bottom of the excavation. Members will be released slowly so as to note any indication of possible failure of the remaining members of the structure or possible cave-in of the sides of the excavation.

13.6 Backfilling will progress together with the removal of support systems from excavations.

14 Support Systems for Trench Excavations

14.1 Excavation of material to a level no greater than 2 feet (.61 m) below the bottom of the members of a support system will be permitted, but only if the system is designed to resist the forces calculated for the full depth of the trench, and there are no indications while the trench is open of a possible loss of soil from behind or below the bottom of the support system.

14.2 Installation of a support system will be closely coordinated with the excavation of trenches.

14.3 Sloping and benching systems. Employees will not be permitted to work on the faces of sloped or benched excavations at levels above other employees except when employees at the lower levels are adequately protected from the hazard of falling, rolling, or sliding material or equipment.

15 Shield Systems

15.1 Shield systems will not be subjected to loads exceeding those which the system was designed to withstand.

15.2 Shields will be installed in a manner to restrict lateral or other hazardous movement of the shield in the event of the application of sudden lateral loads.

15.3 Employees will be protected from the hazard of cave-ins when entering or exiting the areas protected by shields.

15.4 Employees will not be allowed in shields when shields are being installed, removed, or moved vertically.

16 Inspections

16.1 Daily inspections of excavations, the adjacent areas, and protective systems must be made by a competent person for:

16.1.1 Evidence of possible cave-ins,

16.1.2 Failure of protective systems,

16.1.3 Hazardous atmospheres, or

16.1.4 Other hazardous conditions.

16.2 An inspection must be conducted by the competent person prior to the start of work and as needed throughout the shift.

16.3 Inspections must also be made after every rainstorm or other hazard increasing occurrence.

16.4 Where the competent person finds evidence of hazardous conditions, employees must be removed from the area until the necessary precautions have been taken.

Platinum Control Technologies

Utilities Grounding & Deenergization	Reference: 1910.269; 1926.961 CCR 2940.14	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 58

1 Utilities Grounding & Deenergization Program

1.1 Platinum Control Technologies has developed the following policy on Utilities Grounding & Deenergization to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Competent Person

2.1 Alex Garay is the competent person responsible for the program.

3 Training

3.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of Utilities Grounding & Deenergization.

4 Oversee Clearance

4.1 It's a requirement of Platinum Control Technologies to designate one employee to communicate with the system operator to deenergize the particular section of line or equipment that is to be worked on.

4.2 When multiple crews are working on the same lines or equipment, each crew must coordinate their activities.

4.3 Activities could include ensuring all means through which known sources of electricity may be supplied are open, that network protectors are maintained to immediately trip open if closed when a primary conductor is deenergized, and that all manual overrides are disabled.

5 Deenergization

5.1 All electric energy sources (e.g. switches, disconnectors, jumpers, and taps) that are supplied to lines and equipment must be deenergized.

5.2 All electric energy sources must be made inoperable unless the design doesn't permit, in which case tagging must be in place to indicate employees are working.

6 Equipotential Zone

6.1 Temporary protective grounds must be placed in a manner that the employer can demonstrate employees will not be exposed to hazardous differences in electric potential.

6.2 Guidelines on how to establish the equipotential zone can be found in Appendix C 1910.269 App C

7 Protective Grounding Equipment

7.1 The American Society for Testing and Materials Standard Specifications for Temporary Protective Grounds to Be Used on De-Energized Electric Power Lines and Equipment, ASTM F855-17, provides guidelines for protective grounding equipment.

7.2 These include that grounding equipment must be capable of conducting the maximum fault current that could flow at the point of grounding until the fault can be cleared, as well as having an ampacity greater than or equal to No. 2 AWG copper.

7.3 IEEE also provides guidelines for selecting and installing protective grounding equipment in 1048-2016.

8 Protective Measures

8.1 "Grounds are permitted to be removed temporarily during tests. If this happens, each employee must:

8.1.1 Use insulated equipment

8.1.2 Isolate themselves from any hazards, and

8.1.3 Use any other means necessary to protect themselves in case the previously grounded lines and equipment become energized."

Platinum Control Technologies

Welding, Cutting & Hotwork	Reference: 29 CFR 1926.351-354	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 59

1 Welding, Cutting & Hotwork Program

1.1 Workers performing hot work such as welding, cutting, brazing, soldering, and grinding are exposed to the risk of fires from ignition of flammable or combustible materials in the space, and from leaks of flammable gas into the space, from hot work equipment.

1.2 Platinum Control Technologies has developed the following policy on Welding, Cutting and Hot Work to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Certification training, Equipment training.

2.2 PPE: Safety vests, Hot Work permit, welding hood, work gloves, welding apron, eye & face, respirators, First Aid Equipment On-Site.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

3.2 The competent person will ensure that area is inspected, and a written Hot Work permit will be used to authorize welding and cutting operations.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve the use of Welding, Cutting and Hot Work.

4.2 Fire watchers will be trained in the use of fire extinguishing equipment and familiar with the facilities for sounding an alarm in case of a fire.

4.3 Employees and supervisors performing welding/cutting will be proficiently trained in the safe operations of their equipment and the safe use of the process.

4.4 Employees in charge of oxygen or fuel gas supplies must be trained and deemed competent by the company for such work.

5 Fire Watch

5.1 Fire watch is a requirement of Platinum Control Technologies when welding, cutting, brazing and/or soldering is performed near combustible materials and/or in locations where fire may develop.

5.2 Fire extinguishers will be readily available for all fire watchers.

5.3 The fire watch must be maintained for at least 30 minutes after the hot work activities are completed.

6 Combustible Materials

6.1 Any object that needs to be welded or cut that cannot be readily moved, the combustible materials must be moved from the area Hot Work is to be performed.

6.2 If the object to be welded or cut cannot be moved and if all the fire hazards cannot be removed, the following will be used to confine the heat, sparks and slag and to protect the immovable fire hazards:

6.2.1 Guards shields,

6.2.2 Fire blankets.

6.3 If fire hazards cannot be taken to a safe place or guards cannot be used to confine heat, sparks, slag and protect the immovable fire hazards, the welding/cutting shall not be performed.

7 Hot Work, Fire & Explosive

7.1 **Hazards:**

7.1.1 Getting burned by fires or explosions during Hot Work.

7.2 Solutions:

7.2.1 Perform hot work in a safe location, or with fire hazards removed or covered.

7.2.2 Use guards to confine the heat, sparks, and slag, and to protect the immovable fire hazards.

7.3 **Special Precautions:**

7.3.1 Do not perform hot work where flammable vapors or combustible materials exist. Work and equipment should be relocated outside of the hazardous areas, when possible.

7.3.2 Make suitable fire-extinguishing equipment immediately available in a state or readiness. Such equipment may consist of pails of water, buckets of sand, hose, or portable extinguishers dependent upon the nature and quantity of the combustible material exposed.

7.3.3 Assign additional personnel (fire watch) to guard against fire while Hot Work is being performed. Fire watchers are required whenever welding or cutting is performed in locations where anything greater than a minor fire might develop.

7.4 **Fire watchers shall:**

7.4.1 Have fire-extinguishing equipment readily available and be trained in its use.

7.4.2 Be familiar with facilities for sounding an alarm in the event of a fire.

7.4.3 Watch for fires in all exposed areas, try to extinguish them only when obviously within the capacity of the equipment available, or otherwise sound the alarm.

7.4.4 Maintain the fire watch at least a half hour after completion of welding or cutting operations to detect and extinguish possible smoldering fires.

7.5 Wherever there are floor openings or cracks in the flooring that cannot be closed, precautions shall be taken so that no readily combustible materials on the floor below will be exposed to sparks which might drop through the floor. The same precautions shall be observed with regard to cracks or holes in walls, open doorways and open or broken windows.

7.6 **Fire Watch Hazard:**

7.7 Fire watchers shall be provided whenever welding or cutting is performed and any of the following conditions exist:

7.7.1 Appreciable combustible material, in building construction or contents, closer than 35 feet (10.7 m) to the point of operation.

7.7.2 Appreciable combustibles are more than 35 feet (10.7 m) away but are easily ignited by sparks.

7.7.3 Wall or floor openings within a 35-foot (10.7 m) radius expose combustible material in adjacent areas including concealed spaces in walls or floors.

7.7.4 Combustible materials are adjacent to the opposite side of metal partitions, walls, ceilings, or roofs and are likely to be ignited by conduction or radiation.

7.7.5 Getting burned by a flash fire or explosion that results from an accumulation of flammable gases, such as Methane or Hydrogen Sulfide, around the wellhead area.

7.8 Solutions:

7.8.1 Monitor the atmosphere with a gas detector. If a flammable or combustible gas exceeds 10 percent of the lower explosive level (LEL), the work must be stopped.

7.8.2 Identify the source of the gas and repair the leakage.

7.9 Operators of equipment should report any equipment defect or safety hazards and discontinue use of equipment until its safety has been assured.

7.9.1 Repairs shall be made only by qualified personnel.

8 Welding, Cutting & Brazing

8.1 Before cutting or welding is permitted the area shall be inspected by position responsible for authorizing welding and cutting operations. He/she shall designate precautions to be followed in granting authorization to proceed preferably in the form of a written permit.

8.2 Cutting or welding shall not be permitted in areas not authorized by management, in sprinkled buildings while such protection is impaired, in the presence of explosive atmospheres, areas near the storage of large quantities of exposed, readily ignitable materials.

8.3 **Hazard:**

8.3.1 Injury and illness caused by hot work (such as, welding fumes, UV light, sparks, noise, or skin injury).

8.4 Solutions:

8.4.1 Inspect the work area to ensure that all fuel and ignition sources are isolated by shielding, clearing the area, lockout/tagout, soaking flammable material with water.

8.4.2 Wear appropriate personal protective equipment, such as face shield, leather welder's vest, and gauntlet gloves. Use cotton or denim clothing.

8.4.3 Provide UV shielding for arc welding where practical.

8.4.4 Inspect welding and cutting equipment before use (arc or gas welding/burning).

8.4.5 Leak test gas torches, gauges, and hoses.

8.4.6 Review the hot work permit if available.

8.4.7 Ensure the availability of adequate fire watch/fire protection equipment.

8.4.8 Ensure adequate ventilation from toxic welding and cutting fumes.

8.5 Special Hazard:

8.5.1 Accumulation of toxic gases within a confined space.

8.5.2 A hazardous atmosphere exists in oxygen-deficient (atmospheric concentration of less than 19.5 percent) or oxygen-enriched (atmospheric concentration of more than 23.5 percent).

8.6 Special Hazard Solutions:

8.6.1 Ventilate toxic metal fumes mechanically, if entering a confined space, such as inside of a mud tank, water tank, oil tanks, hoppers, sump, pit or cellar.

8.6.2 Use a written permit system to document authorization to enter, the work to be performed, and the results of the gas monitoring where there is a potential for toxic, flammable, or oxygen-deficient atmosphere. Both a hot work and confined entry permit may be required for welding, cutting or brazing within a confined space.

8.7 Cutting or welding shall not be permitted in areas not authorized by management, in sprinkled buildings while such protection is impaired, in the presence of explosive atmospheres, areas near the storage of large quantities of exposed, readily ignitable materials.

9 Cylinder Storage

9.1 **Hazard:**

9.1.1 Falling or rolling injuries from improper gas cylinder storage.

9.2 Solutions:

9.2.1 Ensure cylinders are properly stored in an upright position and chained in separate racks.

9.2.2 Store full and empty cylinders separately.

9.3 **Hazard:**

9.3.1 Valve opening or break off, exposing workers to toxic fumes and flammable gas, caused by improper gas cylinder storage.

9.4 Solutions:

9.4.1 Store cylinder properly.

9.4.2 Always remove gauges and regulators and install protective valve caps before transporting.

9.5 **Hazard:**

9.5.1 Gas cylinders causing fires or explosions

9.6 Solutions:

9.6.1 Store cylinders in a dry, well-ventilated location.

9.6.2 Avoid storing flammable substances in the same area as gas cylinders.

9.6.3 Avoid storing cylinders of oxygen within 20 feet of cylinders containing flammable gases.

9.6.4 Store all cylinders upright and chained in separate racks.

9.6.5 Store full and empty cylinders separately.

10 Grinding

10.1 **Hazard:**

10.1.1 Grinding (that results in sparks, noise, eye and skin injury from flying metal filings, grinding wheel pieces, etc.).

10.1.2 Having fingers or hands caught in the grinding wheel, resulting in amputation.

10.1.3 Being struck by portable grinder.

10.2 Solutions:

10.2.1 Wear appropriate personal protective equipment, such as face shield. Use cotton or denim clothing.

10.2.2 Inspect grinding equipment before use.

10.2.3 Review the hot work permit if available.

10.2.4 Ensure the availability of adequate fire watch/fire protection equipment.

11 Well Site Ignition Sources

11.1 There are a number of potential sources of ignition for flammable gases and liquids on the drill site. It is necessary to provide for a general ignition safety program which could pre-empt potential hazards of fire and explosion.

11.2 **Hazard:**

11.2.1 Ignition and explosions of flammable gases or vapors from:

11.2.1.1 Internal-combustion engine sparks,

11.2.1.2 Open flames from any source,

11.2.1.3 Smoking,

11.2.1.4 Welding operations,

11.2.1.5 Electric power tools,

11.2.1.6 Two-way radios,

11.2.1.7 Vehicles with catalytic converters,

11.2.1.8 Portable generators.

11 Well Site Ignition Sources Continued

11.3 Solutions:

11.3.1 Provide spark arrestors for internal-combustion engines.

11.3.2 Post "NO SMOKING" signs wherever a flammable gas or vapor hazard exists.

11.3.3 Locate "spark producing" equipment or facilities well away from potential hazard areas.

11.3.4 Prohibit vehicles with catalytic converters from the immediate vicinity of the rig.

11.3.5 Prohibit open flames from the vicinity of the rig.

12 Ventilation/Respiratory Equipment

12.1 It is a requirement of Platinum Control Technologies that any welding, cutting or burning of lead base metals, zinc, cadmium, mercury, beryllium or exotic metals or paints not listed here must have the proper ventilation or respiratory protection.

12.2 Ventilating systems shall be provided and arranged to keep the amount of toxic fumes, gases, or dusts below the maximum allowable concentration.

13 Conditions that Require Fire Watch

13.1 Locations where other than a minor fire might develop.

13.2 Combustible materials closer than 35 feet to point of operation.

13.3 Combustibles that are 35 feet or more away but are easily ignited.

13.4 Wall or floor openings within 35 foot radius expose combustible materials in adjacent areas.

13.5 Combustible materials are adjacent to the opposite side of metal partitions, ceilings or roofs and are likely to be ignited by conduction or radiation.

14 Relocation of Combustibles

14.1 Where practicable, all combustibles shall be relocated at least 35 feet from the work site.

14.2 Where relocation is impracticable, combustibles shall be protected with flameproof covers or otherwise shielded with metal or asbestos guards or curtains.

14.3 Where practicable, all combustibles shall be relocated at least 35 feet from the work site.

14.4 Where relocation is impracticable, combustibles shall be protected with flameproof covers or otherwise shielded with metal or asbestos guards or curtains.

15 Work in Confined Spaces.

15.1 General. As used herein confined space is intended to mean a relatively small or restricted space such as a tank, boiler, pressure vessel, or small compartment of a ship.

15.2 Ventilation. Ventilation is a prerequisite to work in confined spaces.

15.3 Securing cylinders and machinery.

15.3.1 When welding or cutting is being performed in any confined spaces the gas cylinders and welding machines shall be left on the outside. Before operations are started, heavy portable equipment mounted on wheels shall be securely blocked to prevent accidental movement

15.4 Lifelines.

15.4.1 Where a welder must enter a confined space through a manhole or other small opening, means shall be provided for quickly removing him in case of emergency. When safety belts and lifelines are used for this purpose they shall be so attached to the welder's body that his body cannot be jammed in a small exit opening. An attendant with a preplanned rescue procedure shall be stationed outside to observe the welder at all times and be capable of putting rescue operations into effect.

15.5 Electrode removal.

15.5.1 When arc welding is to be suspended for any substantial period of time, such as during lunch or overnight, all electrodes shall be removed from the holders and the holders carefully located so that accidental contact cannot occur and the machine disconnected from the power source.

15.6 Gas cylinder shutoff.

15.6.1 In order to eliminate the possibility of gas escaping through leaks of improperly closed valves, when gas welding or cutting, the torch valves shall be closed and the fuel-gas and oxygen supply to the torch positively shut off at some point outside the confined area whenever the torch is not to be used for a substantial period of time, such as during lunch hour or overnight. Where practicable the torch and hose shall also be removed from the confined space.

15.7 Warning sign.

15.7.1 After welding operations are completed, the welder shall mark the hot metal or provide some other means of warning other workers.

16 First Aid Equipment

16.1 First aid equipment and supplies and such shall be available at all times when employees are performing welding or cutting operations.

17 Compressed Gas Cylinders

17.1 It is a requirement of Platinum Control Technologies that cylinders must be transported in a secure vertical position using a cylinder cart or basket.

17.1.1 Prior to being transported regulators must be removed and capped.

17.1.2 Cylinders must not be rolled, dropped or allowed to hit anything violently.

17.1.3 Caps must never be used to lift the cylinder.

17.2 It is a requirement of Platinum Control Technologies that cylinders must always be stored in a secure vertical position This is to ensure they do not fall over and get damaged.

17.3 Charged and empty cylinders should be stored separately with the storage layout so planned that cylinders comprising old stock can be removed first with a minimum handling of other cylinders.

17.3.1 Stored cylinders must be protected from; Heat sources, corrosion, sunlight and other sources of ignition.

17.4 Storage of cylinders must be kept away from public hallways and separated based upon the contents.

17.4.1 20 feet must be maintained between flammables and oxidizers or,

17.4.2 Firewalls with a minimum height of 5 feet and a 30-minute fire rating.

17.5 Cylinders that are not in use must be capped.

17.6 Where gases of different types are stored at the same location, cylinders should be grouped by types of gas, and the groups arranged to take into account the gases contained.

17.7 It is the policy of Platinum Control Technologies that cylinder storage areas must be designated and labeled for full and empty cylinders.

17.7.1 Cylinders must always be stored in designated place away from; stairs, elevators and public walkways.

17.7.2 Cylinders must not be stored in unventilated areas such as lockers or cupboards.

17.7.3 Cylinders kept inside of buildings must be securely stored in a vertical position.

17.7.3.1 The location must be dry and well ventilated.

17.8 Do not store cylinders near highly flammable substances or solvents, combustible waste material and similar substances, or near unprotected electrical connections, gas flames or other sources of ignition.

18 Arc Welding

18.1 Platinum Control Technologies shall train affected company employees whose duties require arc welding or cutting in a manner such that those affected employees are qualified to operate such equipment.

18.2 Affected company employees assigned to maintain or operate welding or cutting equipment must be familiar with 29 CFR 1910.254 and 29 CFR 1910.252(a-c)

19 Defective Equipment

19.1 Employees must report any equipment defect or safety hazards and that the use of that equipment be discontinued until the safety of the equipment has been assured.

19.2 The repairs may only be made by qualified personnel.

Platinum Control Technologies

Welding, Cutting & Hotwork	Reference: 29 CFR 1926.351-354
Safety Director	Alex Garay
Phone Number	817-529-6485
Revision Date	8/21/2023

Hotwork Permit Number			
Site Location or Description:			
Purpose of Entry:			
Supervisor(s) in charge of Crew:	Phone Number	Type of Crew	Phone Number
Permit Date		Permit Duration	
Communication Procedures (Including Equipment):			
Rescue Procedures (Also see emergency contact phone numbers at end of form)			

REQUIREMENTS COMPLETED (Put N/A if item does not apply)	Date	Time	REQUIREMENTS COMPLETED (Put N/A if item does not apply)	Date	Time
Lockout/De-energize/Try-out			Supplied Air Respirator (N/A if alternate entry)		
Line(s)Broken-Capped-Blank			Respirators (Air Purifying)		
Purge-Flush and Vent			Protective Clothing		
Ventilation			Full Body Harness w/" D" ring		
Secure Area (post and Flag)			Emergency Escape Retrieval Equipment		
Lighting (explosive proof)			Lifelines		
Hotwork Permit			Standby safety personnel (N/A if alternate entry)		
Fire Extinguishers			Resuscitator – Inhalator (N/A if alternate entry)		

Platinum Control Technologies

Welding, Cutting & Hotwork	Reference: 29 CFR 1926.351-354
Safety Director	Alex Garay
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Revision Date	8/21/2023

Hotwork Permit (Continued)													
Air Monitoring													
Substance Monitored		Permissible Levels		Monitoring Results									
Time monitored (put time) Percent Oxygen		Record the time 19.5% to 23.5%											
LEL/LFL		Under10%											
Toxic 1:		_____PEL	_____STEL										
Toxic 2:		_____PEL	_____STEL										
Toxic 3:		_____PEL	_____STEL										
Toxic 4:		_____PEL	_____STEL										
Remarks:													

Air Tester Name	ID#	Instrument(s) Used (for example: oxygen meter, combustible gas indicator, etc.)	Model # or Type	Serial # or Unit

Fire Watch& Hotwork Employees			
Fire Watch Required for all Hotwork near combustible materials	ID#	Hotwork Employees	ID#

Remarks:	
Supervisor Authorization – All conditions Satisfied Department or Phone Number	

Emergency Contact Phone Numbers:		Ambulance:		Fire:	
Safety:		Rescue Team:		Other:	

Platinum Control Technologies

Welding, Cutting & Hotwork	Reference: 29 CFR 1926.351-354
Safety Director	Alex Garay
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Revision Date	8/21/2023

Platinum Control Technologies

Working Alone	Reference: www.OSHA.gov	
Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	

CHAPTER 60

1 Working Alone Program

1.1 Platinum Control Technologies has developed the following policy on Working Alone to ensure the safety of our employees and to comply with health safety and environmental regulations set out by the clients Platinum Control Technologies works for.

2 Implementation

2.1 Training: Safety meeting, Awareness training.

2.2 PPE: Safety vest, Cameras, 2-way radio, cell phone, site specific PPE.

3 Competent Person

3.1 Alex Garay is the competent person responsible for the program.

4 Training

4.1 Training will be provided by Platinum Control Technologies for employees whose job activities involve working alone.

5 Examples of Working Alone

5.1 A person working alone in the Oil & Gas field, petrol station, factories, and warehouses.

5.2 People working alone outside normal working hours such as techs or security supervision.

6 Risk Assessment

6.1 It is the policy of Platinum Control Technologies that a Risk Assessment must be conducted to evaluate the risk of working alone and identify appropriate control measures.

6.2 If a worker is required to work alone or at an isolated place of employment a risk assessment must be conducted to identify the risks arising from the conditions and circumstances of the worker's work or the isolation of the place of employment.

6.3 "Every lone worker must report when arriving to a new location, as well when departing each location" (This can be by text or a phone call to their immediate supervisor/Manager) This way their accounted for and can be monitored how long he/she has been there on GPS.

6.4 If longer than anticipated, a phone call will be established, And at that point the **Worker Non-Response** protocol will be followed.

7 Definitions

7.1 Isolated location is an area where employees are working alone or with little assistance from others due to the type, time, or location of their work. Such locations can include remote locations or other work areas where employees are not in close proximity to others.

7.2 Confined spaces are small compartments with limited access. Examples include double-bottomed tanks, cofferdams, or other spaces which due to their small size and confined nature can readily create or aggravate a hazardous exposure.

8 Intervals of Accountability

8.1 It is a requirement of Platinum Control Technologies to check on workers at regular intervals or at a frequency that is tailored to the specific job being performed to ensure the safety and health of workers.

8.1.1 Employees working on a brief task may only need to be checked on once during a work shift or job assignment.

8.1.2 However, an employee working for several hours, in a remote part, may need to be checked on numerous times to ensure their safety.

8.1.3 This will increase survivability or decrease injury severity should a worker become injured while working alone.

9 Means of Verification

9.1 Platinum Control Technologies will account for workers by sight or verbal communication.

9.2 Supervisors are responsible for establishing contact with the affected employee.

Visual Communication Acceptable means of visual communication include:	**Verbal Communication** This method of communication must include both parties speaking. Examples of suitable verbal communication include:
• Camera • In-person	• Two-way Radio (Walkie-talkie) • In-person • Intercom System

9.3 Cell phones may be used in areas where there is reception.

9.4 If Platinum Control Technologies cannot demonstrate that reception will be available, e.g., below deck, cell phones will not be allowed.

9.5 Other back-up methods of communication that have low reliability and are not acceptable means for verification include:

9.5.1 Sound of power tools or whistles; and

9.5.2 Tapping on tank walls, bulkheads, or decks.

10 Worker Non-Response

10.1 In the event a worker working alone does not respond, the supervisor must immediately notify Alex Garay.

10.2 Alex Garay will determine if it is more efficient to check on the affected employee in person or to call 911.

10.3 Alex Garay will call 911 to alert local authorities that the affected worker has not responded and may be in danger if the affected worker does not respond within 10 minutes of the scheduled check in time or cannot be checked on in person.

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Platinum Control Technologies

Safety Director	Alex Garay	
Phone Number	817-529-6485	
Revision Date	8/21/2023	