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WBE#: 4543

SAFETY POLICY

When Portland Coatings, Inc. dba Williamsen & Bleid employs a person, he or she has a right to expect a proper place in which to work and proper machines and tools with which to do the job; so that energy will be devoted to work without fear of possible harm of life or health. Only under such circumstances can the relationship between employer and employee be mutually advantageous. It is our desire to provide safe equipment with the elimination of needless suffering and primary concern.

Safe workmanship, in the part of ALL, must be part of our operations.

When you have a suggestion on how to reduce injuries or waste, tell your supervisor.

The success of our safety program depends solely on the cooperation, enthusiasm, and effort we all put in to it. No job is so important that we cannot take the time to do it safely.

Terezia J. Nyland
President

RESPONSIBILITY OF SUPERVISORS

Supervisors have the primary responsibility for our safety program and, as representatives of management, are delegated responsibility for carrying out certain objectives as follows:

1. Set the proper safety example.
2. Assume responsibility for employee safety.
3. Be responsible for a safe work place. Including but not limited to: personal protective equipment (PPE), storage of materials, lighting, ventilation, tools, and equipment.
4. Enforce safety rules.
5. Counsel and train employees in safe work practices.
6. Conduct frequent safety inspections.
7. Investigate and properly report all accidents, in detail.
8. See that injured employees receive prompt medical attention.
9. Contribute ideas to management.
10. Report all injuries to the office immediately.

RESPONSIBILITY OF EMPLOYEES

The active interest and cooperation of each employee is vital to the success of our safety program. Therefore, safety is the responsibility of each individual.

Every employee will assume the following duties and responsibilities for safety:

1. Observe all safety rules and procedures,
2. Report unsafe conditions and practices to the supervisor as soon as possible.
3. Conduct work activities in a manner that will not endanger other people.
4. Set an example for new employees.
5. Undertake only those jobs you are authorized to do and that you understand.
6. Make safety suggestions.
7. Report all injuries to your jobsite supervisor **immediately**. Failure to do so may delay your benefits.
8. Attend regularly scheduled safety meetings as well as special training classes upon notice.
9. Journeyman shall maintain a current first aid certification.
10. Report all injuries to the office immediately.

SAFETY COMMITTEE

Safety Supervisor – Chairman
Supervisor
Foremen

Terezia Nyland
Brian Foesch
Paul Washburn

CHAIRMAN

Duties:

Arrange for a meeting place.
Notify members of meetings.
Arrange Program.
Make time schedule for meetings.
Review previous minutes and materials for meetings.

SECRETARY

Duties:

Prepare minutes for meetings.
Report status of recommendations.

MEMBERS

Duties:

Report unsafe conditions.
Contribute ideas and suggestions for improvement of work safety.
Influence others to work safely.
Attend all safety meetings.
Report all accidents or near accidents.

SAFETY COMMITTEE MEETING GUIDELINES

The meeting of the safety committee will be held on the last Wednesday of every month at 4:00 pm.

The order of business for a safety committee meeting is:

1. CALL TO ORDER. Meetings should be called to order promptly.
2. ROLL CALL. Names of persons present should be recorded. Members who cannot attend should notify the secretary with reasons for absence and should be noted in the minutes.
3. INTRODUCTION OF VISITORS. Name, title, and company.
4. MINUTES. Minutes of the previous meeting should be read or waived, and corrections made.
5. UNFINISHED BUSINESS. When definite decisions have not been made, they should be brought up for reconsideration.
6. REVIEW OF ACCIDENTS. Accident causes and preventative measures should be discussed in order to prevent reoccurrence of similar incidents.
7. SAFETY EDUCATION. The safety committee chairman or secretary should obtain speakers, if desired, and prepare agenda. Subjects should be recorded in the minutes.
8. REVIEW JOB SITE INSPECTIONS AND RECOMMENDATIONS. An inspection of the job sites should be occasionally reviewed, and recorded. This should include record of the inspection, the area covered, any unsafe work conditions and work practices, also any recommendations made. Action should be taken on recommendations and reported to the office.

MONTHLY SAFETY FEATURE

One aid to a successful program is to spotlight a monthly safety feature. The safety committee, management, and supervisors should discuss inspection and safety awareness materials.

Industry safety programs, current company accident reports, or other activities may suggest subjects to be featured.

The following are suggested topics for a 12 – month period:

January	Housekeeping
February	Floors, aisles, and walking surfaces
March	Machine hazards and guarding
April	Eye and face protection
May	Stairs and ramps
June	Electrical hazards
July	Open
August	Material handling and proper lifting Techniques
September	Chemicals
October	Fire prevention
November	Hazards of driving and vehicle safety
December	Personal protective equipment

SPECIAL SAFETY ITEMS

Occasionally, a specific topic is to be featured. The showing of a safety film or slide program, an outside speaker, or a special demonstration will give the program a "shot in the arm" and stimulate interest.

SUPERVISOR'S ACCIDENT INVESTIGATION
LOSS SOURCE IDENTIFICATION

Date and time of accident:

Report to supervisor of first aid delayed? Yes ___ No ___ If yes,

Why:

Injured person:

Occupation:

Age:

Job name/number: Length of employment:

Nature / extent of injuries or property damage:

Exact location where accident occurred:

Type of accident: (See the following page)

Was employee doing something other than required duties at the time of accident? If so, what and why?

Description of accident: (Detail what employee was doing, how they were doing it, and what physical objects, tools, machines, structures, Or equipment where involved)

See accident cause on the following page

What should be done and by whom to prevent recurrence of this type Of accident:

What action are you taking to see that this is done?

Supervisor's Signature _____ Date: _____

TYPE OF ACCIDENT

INJURY

1. Fall from elevation
2. Fall same level
3. Struck by
4. Overexertion
Push, pull
Lift, lower
Carry, hold
5. Electrical contact
6. Fumes,
- 7.
8. Dust, gas, caustics, etc.
9. Motor vehicle
10. Other (describe)

PROPERTY DAMAGE

1. Fire or explosion
2. Collapse
3. Rupture of bursting
4. Collision or overturn
5. Other (describe)

ACCIDENT CAUSE ANALYSIS

ENVIROMENTAL

1. INDAQUATE SAFEGUARDS

Lack of handling or safety devices; Overweight, emotional upset, fatigue,
Unsafe design, unguarded machinery

2. IMPROPER, DEFECTIVE EQUIPMENT

Poorly maintained equipment; worn, cracked, improperly trained, inexperienced, uniformed,
Broken, rough, slippery agencies

3. HAZARDS OF LOCATION

Poor layout: congestion, insufficient
Space for storage; poor lighting, etc.

4. POOR HOUSKEEPING

Improper piling or placing, closet, Rundown shoes; lack of personal protective
Spillage or breakage.

5. NOT OTHERWISE CLASSIFIED

PERSONAL

1. BODILY CONDITIONS

intoxication, illness, age, poor eyesight,
Lack of strength, other physical handicaps, etc.

2. LACK OF SKILL OR KNOWLEDGE

unaware, etc.

3. ADEQUATE SKILL OR KNOWLEDGE BUT FAILURE IN EXECUTION

Chance taking; unauthorized or unnecessary
Use of equipment o tools; failure to use or
Deliberately making safety or control devices
Ineffective; failure to do what should have
Been done in the particular situation.

4. IMPROPER APPAREL

Equipment; loose sleeves; torn clothing

5. NOT OTHERWISE CLASSIFIED

WORKER:

DATE OF INJURY:

ADDRESS:

TIME OF INJURY:

DATE OF HIRE:

TELEPHONE#: ()

SOCIAL SECURITY #:

POSITION:

JOB NAME / #

ACCIDENT NATURE AND DESCRIPTION:

NAME OF WITNESS:

FIRST AID & TO WORK () SENT HOME () SENT TO PHYSICIAN ()

NAME AND ADDRESS OF PHYSICIAN:

LAST DATE WORKED:

ANTICIPATED DATE OF RETURN:

WAS INJURY CAUSED BY UNSAFE ACT OF CONDITION?

EXPLAIN:

WHAT COULD BE DONE TO CORRECT THIS?

PREVIOUS INJURIES OR ILLNESSES:

WHAT EFFECT MIGHT THIS HAVE ON THIS INJURY?

EMPLOYEE'S SIGNATURE: _____

DATE ACCIDENT REPORTED:

TO WHOM:

SUPERVISOR'S ACCIDENT DESCRIPTION:

DO YOU QUESTION VALIDITY OF ACCIDENT?

WAS INCIDENT REVIEWED WITH WORKER?

HAVE WRITTEN STATEMENTS BEEN TAKEN FROM WITNESSES?

DO YOU EXPECT EXTENDED DISABILITY?

WORKER'S RATE OF PAY: \$ _____ PER _____ AVERAGE HOURS PER WEEK?

WILL WORKER RECEIVE PAY WHILE OFF WORK:

SUPERVISOR'S SIGNATURE: _____ DATE:

REVIEWED BY: (name & title)

DATE:

SAFETY MEMO

Thank you for your cooperation in making our company a more productive and safe place to work.

List any unsafe act or condition that exists that you know about. Submit and discuss this with your foreman or supervisor for following up, corrective action.

UNSAFE ACT:

UNSAFE CONDITION:

HAZARD LOCATION:

DESCRIBE HAZARD:

ACTION TAKEN:

SUPERVISOR'S COMMENTS:

EMPLOYEE NAME:

JOB NAME / #:

SUPERVISOR'S SIGNATURE: _____

DATE:

SUPERVISOR:

DATE:

HAZARD / WORK PRACTICES SURVEY

CONDUCTED BY _____ DATE _____
 JOB NAME & # _____

	CONDITION		DATE
	* S	U	CORRECTION
1. FIRE PROTECTION			
Extinguishing equipment	_____	_____	_____
Signs	_____	_____	_____
Flammable storage and disposal	_____	_____	_____
Exits / not an exit marked	_____	_____	_____
2. HOUSKEEPING			
Aisles, stairs, work areas and Storerooms	_____	_____	_____
Restrooms and locker rooms	_____	_____	_____
Disposal of waste	_____	_____	_____
Yards and parking lots	_____	_____	_____
3. TOOLS			
Power tools, conditions	_____	_____	_____
Hand tools, conditions	_____	_____	_____
Storage	_____	_____	_____
4. PERSONAL PROTECTIVE EQUIPMENT			
Hard hats	_____	_____	_____
Goggles or face shields	_____	_____	_____
Safety shoes	_____	_____	_____
Gloves / arm protectors	_____	_____	_____
Respirators or masks	_____	_____	_____
Protective clothing	_____	_____	_____
5. MATERIAL HANDLING EQUIPMENT			
Power trucks, hand trucks	_____	_____	_____
Elevators	_____	_____	_____
Crane and hoists	_____	_____	_____
Conveyors	_____	_____	_____
Cables, ropes, sling, and chains	_____	_____	_____

HAZARD / WORK PRACTICES SURVEY
Cont 'd

CONDUCTED BY _____ DATE _____
JOB NAME & # _____

CONDITION DATE
S U CORRECTED

6. MACHINERY

Nip point guards, belts, pulleys, gears and shafts	_____	_____	_____
Maintenance	_____	_____	_____

7. UNSAFE PRACTICES

Excessive speed	_____	_____	_____
Improper lifting	_____	_____	_____
Smoking	_____	_____	_____
Horseplay	_____	_____	_____
Running	_____	_____	_____
Improper use of air hoses	_____	_____	_____
Work unguarded or moving Machinery	_____	_____	_____

8. FIRST AID

First aid kits	_____	_____	_____
Stretchers	_____	_____	_____
Emergency showers / eyewash Stations	_____	_____	_____
Blankets	_____	_____	_____

9. Miscellaneous

Acids or caustics	_____	_____	_____
New processes, chemicals or Solvents	_____	_____	_____
Dust, vapors, or fumes	_____	_____	_____
Ladders or scaffolds	_____	_____	_____
Adequate lighting	_____	_____	_____
Proper ventilation	_____	_____	_____

HAZARD / WORK PRACTICES SURVEY

Cont'd

CONDUCTED BY _____ DATE _____
JOB NAME & # _____

CONDITION DATE
S U CORRECTED

10. BUILDING CONDITIONS

Floors and floor loads	___	___	_____
Walls	___	___	_____
Ceilings	___	___	_____
Exits	___	___	_____
Stairs, walkways and ramps	___	___	_____
Platforms	___	___	_____
Driveways	___	___	_____

11. LADDERS

Rungs and rails	___	___	_____
Cages, if fixed type ladder	___	___	_____
Safety feet	___	___	_____
Proper storage	___	___	_____
Marked for identification	___	___	_____

12. ELECTRICITY

Switches, breakers and fuses	___	___	_____
Boxes 3 ft. clear area	___	___	_____
Insulation	___	___	_____
Extension cords	___	___	_____
Tools	___	___	_____
Motors	___	___	_____
Grounding	___	___	_____
Explosion – proof equipment	___	___	_____
High voltages	___	___	_____

Systematic surveys are the basic tool for maintaining safe conditions and checking for unsafe practices. Checklists such as this one are to help find Hazards before they cause accidents.

SAFETY RULES

1. Practical jokes or horseplay are forbidden. These acts cause accidents.
2. Report unsafe conditions or work habits to your supervisor.
3. Report all injuries to the office immediately!
4. Employees are responsible for their own safety. **DO YOUR PART.**
5. Never adjust, clean, or repair any moving machinery without first shutting off the power and locking or tagging out the controls
6. When making a lift, set feet solidly. Get as close to the load as possible, bend the legs, grip the object firmly, and then straighten the legs to lift the object comfortably. Don't be a hero. When a load is too heavy or awkward for you, get help.
7. Confine smoking to designated areas only.
8. Lift trucks are not passenger vehicles. **NO RIDERS.**
9. Personal protective equipment must be worn on jobs, which require it.
10. Housekeeping is everyone's responsibility. Keep it clean and orderly. Clean up and put tools away.
11. The engine must be turned off, keys removed, and all powered lifts lowered to the floor, when powered man lifts are not being used.
12. Know the location and use of fire extinguishers. Report expended ones to your supervisor.
13. Dispose of combustibles and oily rags in metal fire resistant Containers.
14. Obey all traffic regulations when operating company vehicles. your license and livelihood could be in jeopardy.
15. If you are having health problems or feel that there are circumstances Which could affect your well being, mention it to your supervisor.

INCENTIVES

Every _____ a safety award will be presented. The type to be announced at the time of presentation. Anyone who has not been injured in the previous _____ is eligible.

COFFEE AND DONUTS

A very simple and direct reward for having injury-free periods is the provision of coffee and donuts for the day. This may be done in a variety of ways, depending upon the types of vending services you have.

Some operations dispense coffee at no cost to the employees one day per month, if the operation has had no injuries for the previous month.

Donuts could also be provided on occasion, especially when there have been several consecutive injury-free months.

Notices should be posted advising employees and thanking them for being safety conscious. The message is simple – "We appreciate your efforts in remaining injury-free and want to reward you for it."

DISCIPLINARY ACTION

ON _____
(Date) (Employee Name)
JOB NAME & # _____

was observed committing a violation of a company safety rule procedure.

Any infraction will receive the following disciplinary:

- FIRST OFFENSE: Written warning from your supervisor.
- SECOND OFFENSE: The employee will be given ____ days off
Without pay.
- THIRD OFFENSE: Termination of employment.

The supervisor will issue disciplinary action. Warnings must be in writing, one copy to the employee, one copy to management, and one copy to the personal file.

SUPERVISOR: Briefly describe the observed rule or procedure violation:

Supervisor's Signature _____ Date _____

Employee's Signature _____ Date _____

This is the (1st 2nd 3rd) offense.
(circle)

WRITTEN HAZARD COMMUNICATION
PROGRAM

INTRODUCTION:

Portland Coatings, Inc. has developed a Hazard Communication program to enhance our employees health and safety. All field personnel are to keep a copy of this program in their possession while at job sites.

As a company we intend to provide information about chemical hazards And the control of hazards via our comprehensive Hazard Communication Program which includes container labeling, Material Safety Data Sheets (MSDS) and training.

The following program outlines how we will accomplish this program.

1. CONTAINER LABELING

It is the policy of this company that no container od hazardous chemicals will be released for use until the following label information is verified:

- Containers are clearly labeled as to the contents.
- Appropriate hazard warnings are noted.
- The name and address of the manufacturer are listed.

This responsibility has been assigned to the shop foreman.

To further ensure that employees are aware of the chemical hazards of materials used in their work areas it is our policy to label al secondary containers.

The supervisor of job Foreman in each section will ensure that all secondary containers are labeled with either an extra copy of the original manufacturer's label or with generic labels, which have a block identity and blocks for the hazard warning.

2. MATERIAL SAFETY DATA SHEETS (MSDS)

Copies of MSDS for all hazardous chemicals to which employees of this company may be exposed are kept in shop office.

MSDS are available to all employees in their work area for review during each work shift. If MSDS are not available or new chemicals in use do not have MSDS, please immediately contact the shop Foreman.

3. EMPLOYEE TRAINING AND INFORMATION

New employees are to attend a health and safety orientation prior to starting work for information and training on the following:

- An overview of the requirements contained in the Hazard Communication Rules, Division 155.
- Review of the chemicals present in their workplace operations.
- Location and availability of our written hazard program.
- Physical and health effects of the hazardous chemicals.
- Methods and observation techniques used to determine the Presence or release of hazardous chemicals in the work area.
- How to lessen or prevent exposure to these hazardous chemicals Through usage of control / work practices and personal protective Equipment.
- Steps the company has taken to lesson or prevent exposure to These chemicals.
- Safety emergency procedures to follow if our employees are Exposed to these chemicals.
- How to read labels and review MSDS to obtain appropriate hazard Information.

NOTE: It is critically important that all employees understand the Training. If you have any additional questions, please contact your safety supervisor or office.

When new chemicals are introduced, the shop Foreman will review the above items as they are related to the new material in your work area safety meeting.

4. HAZARDOUS CHEMICALS

All known hazardous chemicals used in painting applications are available upon request. Further information on each noted chemical can be obtained by reviewing the Material Safety Data Sheets.

Example List

<u>Hazardous Chemicals (ie)</u>	<u>Work Area or Process (ie)</u>
Trichlorethylene	Finish Dept. – Degreaser
Sulfuric Acid	Prep Dept. – Metal Cleaner.

5. HAZARDOUS NON-ROUTINE TASKS

Periodically, employees are required to perform hazardous non-routine tasks. Prior to starting work on such projects, each affected employee will be given information by their supervisor about hazards to which they may be exposed during such activity.

This information will include:

- Specific chemical hazards.
- Protective / safety measures which must be utilized.
- Measures the company has taken to lessen the hazards including ventilation, respirators, presence of another employee and emergency procedures.

Examples of non-routine tasks performed by employees of this Company:

<u>Task</u>	<u>Hazardous Chemical</u>
Cleaning sewage tank	Sodium Hydroxide

6. CHEMICALS IN UNLABELED PIPES (if applicable)

To ensure that our employees who work on unlabeled pipes have been informed as to the hazardous materials contained within, the following Policy has been established:

Prior to starting work on unlabeled pipes our employees are to contact The shop Foreman for the following information:

- The chemical in the pipe
- Potential hazards
- Safety precautions, which should be taken.

7. INFORMING CONTRACTORS

To ensure that outside contractors work safely in our plant, it is the Responsibility of the estimators to provide contractors the following Information:

- Hazardous chemicals to which they may be exposed while on the jobsite.
- Precautions the employees may take to lesson the possibility of exposure by usage of appropriate protective measures.

If anyone has questions about this plan, please contact the shop Foreman. Our plan will be monitored to ensure that the policies are carried out and that The plan is effective.

CREW LEADER MEETINGS

We believe that there is no magic formula for the prevention of accidents – hard work and perseverance are required, with the crew leader being the key to a successful result.

A. Purpose:

To assist in the detection and elimination of unsafe conditions and Work procedures.

B. Procedures:

The following guidelines will be followed:

1. Weekly crew / leader meetings.

These meetings should be held at least weekly, according to the various circumstances involved or when necessary to clear working procedures. No set pattern will suit all cases. It is important that the crew leader talk daily on accident prevention and immediately on witnessing an unsafe act.

2. Monthly.

- a. Safety committee meetings shall be held at least once a Month.
- b. The attendance and subjects discussed shall be Documented and maintained on file for one year.
- c. Copies of the minutes should be made available to the employees by posting or other means.

C. SCOPE OF ACTIVITIES:

(Certain employees, as may be designated by their supervisors, will assist).

1. Conduct walk-around safety inspections with supervisors, Concerned.
2. Accident investigation to uncover trends.
3. Review accident reports to determine means or elimination.

4. Accept and evaluate employee suggestions.
5. Review job procedures and recommend improvements.
6. Monitor the safety program effectiveness.
7. Promote and publicize safety.

D. DOCUMENTATION:

The following form is available to assist in documenting activities of crew / leader meetings.

CONSTRUCTION SAFETY MEETING

The crew leader's guide:

Twelve good topics for construction safety meetings:

1. Fall protection / fall prevention
2. Personal protective equipment
 - a. Gloves required
 - b. High visibility clothing required shirt or vest. Reflective material required as necessary based on hazards.
 - c. Hard hats
 - d. Eye protection
 - e. Hearing protection
 - f. Footwear
 - g. Respiratory protection
3. Housekeeping
4. Tool inspection
5. Emergency procedures
6. Electrical safety
7. Ladder safety
8. Scaffold safety
9. Fire prevention / fire extinguishers
10. Reporting injuries and unsafe conditions
11. Confined space
12. Lock-out procedures

WEEKLY CREW LEADER SAFETY MEETING

Job Name:

Address:

Date:

Time:

Number of employees:

Subject discussed:

Minutes:

Crew leader comments:

All Foremen are to pick up additional copies of this form and turn in copy of the minutes of your weekly safety meeting to the safety committee.

HOUSEKEEPING

- 437-83-29 - Combustible scrap and debris shall be removed at regular intervals during the course of construction. Safe means shall be provided to facilitate such removal.
- 437-83-33 - Containers shall be provided for the collection and separation of waste, trash, oily and used rags, and other refuse.

RESPIRATORS

- 437-83-316 - Employees required to use respiratory protective equipment approved for use in atmospheres immediately dangerous to life need to be thoroughly trained in its use. Employees required to use other typed of respiratory and protective equipment shall be instructed in the use and limitations of such equipment.
- 437-83-319 - Mechanical filters shall be cleaned or replaced as necessary so as to avoid undue resistance to breathing.

LIFELINES AND SAFETY BELTS

- 437-83-329 - Employees shall be secured by safety harnesses and lifelines when they work from unguarded surfaces:
 - (a) Above open pits or tanks, moving machinery, or similar hazardous Locations.
 - (b) More than four (4) feet for mobile scaffold above water, ground, or a lower floor or scaffold.
 - (C) When they are otherwise exposed to dangerous falls.
- 437-83-333 - Lifelines shall be provided for and used by employees engaged in securing or shifting thrustouts, inspecting or working on overhead machines supporting rigging or scaffolds, or on pitched roofs with a slope greater than 4 inch rise in a 12 inch run.
- 437-83-339 - Lifelines, Safety harness and lanyards shall be used only for safeguarding of personnel.
- 437-83-343 - Any lifeline, or lanyard actually subject to in-service loading, as distinguished from static load testing, shall be immediately removed from service and shall not be used again for employee safeguarding.
- 437-83-346 - Lifelines shall be secured above the point of operation to an anchorage or structural member capable of supporting a minimum dead weight of 5,400 pounds
- 437-83-359 - Safety belt lanyard shall be a minimum ½ -inch nylon, or equivalent, with a maximum length to provide for a fall of no greater than 6 feet. The rope shall have a nominal breaking strength of 5,400 pounds. The lanyard shall be fire resistant with steel core when used in operations where sparks or open flames are present.
- 437-83-366 - All safety belt and lanyard hardware, except rivets, shall be capable of withstanding a tensile loading of 4,000 pounds without cracking, breaking, or taking a permanent deformation.

FLAMMABLE AND COMUSTIBLE LIQUIDS

- 437-83-606 - For quantities of one gallon or less, only the original container or approved metal safety cans shall be used for storage, use, and handling of flammable liquids.
- 437-83-609 - Flammable or combustible liquids shall not be stored in areas used for exits, stairways, or normally used for the safe passage of people.
- 437-83-613 - No more than 25 gallons of flammable or combustible liquid shall be stored in a room outside of an approved storage cabinet.
- 437-83-616 - Quantities of flammable or combustible liquid shall be stored in a acceptable or approved cabinet.
- 437-83-633 - Materials which will react with water and create a fire hazard shall not be stored in the same room with flammable or combustible liquids.
- 437-83-653 - Flammable and combustible liquids in excess of that permitted in inside storage rooms shall be stored outside of buildings.

TEMPORARY HEATING DEVICES

- 437-83-839 - Fresh air shall be supplied in sufficient quantities to maintain the health and safety of workers. Where natural means of fresh air supply is inadequate, mechanical ventilation shall be provided.
- 437-83-843 - When heater are used in confined spaces, special care shall be taken to provide sufficient ventilation in order to ensure proper combustion, maintain the health and safety of workers, and limit temperature rise in the area.
- 437-83-844 - A room or similar area which has only a single opening and/or openings that are covered and restrict air movement shall be considered to be an enclosed space. The partial opening of a door, window or other covering is not considered adequate ventilation for such spaces.
- 437-83-853 - Heaters that are not suitable for use on wood floors shall not be set directly upon them or any other combustible material. When such heaters are used, they shall rest on suitable heat insulating material or at least one inch thick concrete, or equivalent. The insulating material needs to extend at least two feet in all directions, beyond the heater.
- 437-83-854 - Heaters used in the vicinity of combustible tarpaulins, canvas or similar coverings shall be located at least 10 feet from the coverings. The coverings shall be securely fastened to prevent ignition or upsetting of the heater due to wind action on the covering or other material.
- 437-83-859 - Heaters, when in use, shall be set horizontally level unless specified by the manufacturer.

HANDLING OF MATERIAL

- 437-83-946 – All materials stored in tiers shall be stacked, racked, blocked, interlocked or otherwise secured to prevent sliding, falling or collapse.
- 437-83-953 – Aisle and passageways shall be kept clear to provide for the free and safe movement of material handling equipment or employees. Such areas shall be kept in good repair.
- 437-83-959 - Material stored inside buildings under construction shall not be placed within six feet of any hoist way or inside floor openings, nor within 10 feet of an exterior wall which does not extend above the top of the material stored.
- 437-83-973 - Materials shall not be stored on scaffolds or runways in excess of supplies needed for immediate operations.
- 437-83-1098- All solvent waste, oily rags, and flammable liquids shall be kept in fire resistant covered containers until removed from worksite.

TOOLS – HAND & POWER

- 437-83-1006 – When power operated tools are designed to accommodate guards; they shall be equipped with such guards when in use.
- 437-83-1109 – Belts, gears, shafts, pulleys, sprockets, spindles, drums, flywheels, chains, or other reciprocating, rotating or moving parts of equipment shall be guarded if such parts are exposed to contact by employees or otherwise create a hazard. Guarding shall meet the requirements of OAR 437, Division 64, Machinery and Machine Guarding.
- 437-83-1113 -- Employees using hand and power tools and exposed to the hazard of falling, flying, abrasive, and splashing objects, or exposed to harmful dusts, fumes, mists, vapors, or gases shall be provided with the particular personal protective equipment necessary to protect them from the hazard. All personal protective equipment shall meet the requirements and be maintained according to rules 437-83-249 thru 437-83-409, of this division, and OAR 437, Division 50, Personal Protective Equipment, and Division 129, Protective Equipment Apparel and Respirators.
- 437-83-1146 -- The use of electric cords for hoisting or lowering tools shall not be permitted.

PNEUMATIC POWER TOOLS

- 437-83-1159 -- Compressed air shall not be used for cleaning except where reduced to less than 30 PSI, measured at the downstream end of the nozzle or lance; and then only with effective chip guarding and personal protective equipment which meet the requirements of Rules 437-83-249 thru 437-83-409 of this division.
- 437-83-1166 -- The use of hoses for hoisting or lowering tools shall not be permitted.

- 437-83-1169 -- All hoses exceeding ½ - inch inside diameter shall have a safety device at the source of supply or branch line to reduce pressure to a level that will not cause hose whipping in case of hose failure.
- 437-83-1173 -- Airless spray guns of the type which atomize paints and fluids at high pressures (1,000 pounds or more per square inch) shall 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.
- 437-83-1176 -- 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 that will prevent the tip from coming into contact with the operator, or other equivalent protection, shall be provided.

EXTENSION CORDS

- 437-83-1686 -- Extension cords used with portable electric tools and appliances shall be of three-wire SJTW type, with Ground Fault Circuit Interrupter (GFCI) also required.

TEMPORARY LIGHTING

- 437-83-1699 -- Temporary lights shall be equipped with guards to prevent accidental contact with the bulb, except that guards are not required when the construction of the reflector is such that the bulb is deeply recessed.
- 437-83-1703 -- Temporary lights shall be equipped with heavy-duty electric cords with connections and insulation maintained in safe condition.
- 437-83-1706 -- their electric cords shall not suspend Temporary lights unless cords and lights are designed for this means of suspension.
- 437-83-1709 -- Working spaces, walkways, and similar locations shall be kept clear of cords so as not to create a hazard to employees.

LADDERS

"Ladders Last" policy in place. Permits required for ladder use.

- 437-83-1846 -- The use of any ladder with a broken or missing rung or step, broken or split side rail, or other faulty or defective condition is prohibited.
- (a) Ladders with defects shall be withdrawn from service, and clearly marked " Broken DO NOT USE ".
- (b) No portable, metal ladders allowed. Fall protection required when working from a ladder above six (6) feet.
- 437-83-1849 -- Ladders shall not be used as guys, braces, or skids, or for other than their intended purpose.
- 437-83-1853 -- Workers shall "face" a ladder when ascending or descending.