Personal Protective Equipment

1. 100% hardhat protection REQUIRED AT ALL TIMES ON SITE.
    a. Exception: Hardhats are not required in vehicles or offices on site, or where area has been deemed a safe zone. (Typically, around offices)
        - Vehicles do not include UTV's.

2. 100% eye protection REQUIRED AT ALL TIMES IN SITE.
    a. Exception: Eye Protection is not required in vehicles or offices on site, or where area has been deemed a safe zone. (Typically, around offices)

3. Hard sole, safety work boots that provide ankle support are required, NO SNEAKERS OR SOFT SHOES ARE ALLOWED. (Ankle support means a boot that laces up and covers the ankle)

4. Gloves are required anytime a tool is being used, lumber or metal is handled, or the situation or conditions require using them.

    a. A cut level III glove is required at all times as a minimum unless fine hand manipulation is required.
    b. Leather gloves must be worn when the task risk assessment deems them necessary.

5. Use all appropriate PPE when handling hazardous materials. Information about the required PPE for handling materials can be found in the SDS located in the safety office and such information must be included on the pre task safety card whenever a task involves handling hazardous materials.

6. Long Pants in good condition. NO SHORTS, NO SWEAT PANTS
    a. Any person that may be exposed to live electrical parts during the course of the shift must wear clothing of all cotton or natural fibers.

7. Shirts must have a 4" sleeve minimum.

8. All clothing must be in good condition. Clothing with rips and tears that will not provide adequate basic level protection must be replaced before the individual continues work.

9. Ear protection must be worn anytime they are exposed to noise of 85 dBA and greater. Employees shall carry a pair of ear plugs on their person at all times.

10. Face-shields and safety glasses are required when cutting, chipping, grinding or drilling concrete, metal, or masonry products.

Task PPE Guideline

Task	PPE Required
Standard Project PPE consists of the following: Hard hat, Z87+ Rated Safety Glasses, High Visibility Reflective Vest, Minimum Cut Level 3 or Leather Glove (depending on task), Safety Toe Boots with Lace up Ankle Support	
Surveying & Staking	Standard Project PPE
Equipment Operator	Standard Project PPE (Ear plugs may be required depending on the type of equipment such as skid steers) (Hard hats may only be taken off if equipment has a solid ROPS to prevent falling from striking the operator – slotted roofs are not considered solid)
Driving Posts	Double Hearing Protection (ear plugs and earmuffs) / Standard Project PPE
Handling Torque Tubes and Hardware	Standard Project PPE (Long sleeve shirts may be required for arm protection)
Installing structure components	Standard Project PPE (Long sleeve shirts may be required for arm protection)
Installing Modules	Standard Project PPE (Long sleeve shirts may be required for arm protection)
Making module / whip / harness connections	Leather gloves / Standard Project PPE
Excavations	Standard Project PPE
Pulling wire	Standard Project PPE / Leather gloves may be used according to the JHA
Termination	Standard Project PPE
Fuse Installation	Proper CAL rated suit, hood, and shield (This will be determined based on the Arc Flash Study)
Installing Combiner and other Electrical Type Boxes/Equipment	Standard Project PPE

Fall Protection

1. 100% Fall Protection for any work that is 4 feet or greater above the work surface or ground. ZERO TOLERANCE- for violations.

2. Fall protection equipment is to be inspected prior to each use.
    a. The equipment must be inspected by the contractor's competent person and a record of inspection turned into Construction Manager or designee each day.
    b. The equipment must then be inspected by the person who will use the equipment.
    c. No person shall use the equipment unless they have been trained on basic fall protection and how to properly inspect and use the fall protection equipment. Record indicating this training must be given to Supervisor prior to any person using fall protection equipment.
    d. DO NOT USE DAMAGED FALL PROTECTION EQUIPMENT

3. Tie-off points must be rate for at least 5000 lbs. per person attached.
    a. All tie off points must be inspected and approved by the competent person before use.

4. 100% tie off is required when working from aerial and boom lifts.

5. Guard Railing- Standard
    a. Top Rail must be 42" +/- 3" above the working level.
    b. Mid rail shall located midway between the working level and the top rail.
    c. Toe boards shall be 3 ½" in height.
    d. Guardrails will not be used as an anchorage for personal fall arrest equipment.

Ladders

1. Employees shall be trained on ladder use and safety.
2. No aluminum or painted wooden ladders are permitted.
3. Ladders will be construction grade material:
    a. All ladders used must have a clear and legible weight limit permanently displayed on each ladder.
4. All ladders will be used according to the manufacturer's specifications.
5. Inspect ladders before each use. Damaged ladders will be destroyed and removed from the jobsite.
6. A-frame ladders will be used on in the fully opened and locked position.
7. Extension ladders will extend 3 feet above the landing surface.
8. Extension ladders must be used as designed by the manufacturer; do not separate

sections and use individually.

9. Never use the top three steps of an extension ladder or the top 2 of an A frame ladder. Never store materials or tools on the steps of a ladder or leave them un-attended on top of a ladder.

Use the 3-point rule; 2 hands and foot or vice versa to be in contact with ladder at all times.

Excavations

General

1. Surface encumbrances that are located so as to create a hazard to employees shall be removed or supported as necessary to safeguard employees.

2. Underground utilities such as water, sewer, telephone, fuel, electric, and others shall be determined prior to opening an excavation.

3. Means of egress from an excavation or trench such as a stairway, ladder, ramp or other safe means of egress shall be located so as to require no more than 25 feet of lateral travel for employees working in the excavation or trench.

4. Employees exposed to vehicular traffic shall wear warning vests of high-visible reflective material.

5. Employees shall not be permitted to perform work within the swing radius of excavators or other equipment which could make contact with an employee. During excavation activity, danger signs shall be posted warning employees to stay clear of the swing radius of the machine.

6. All employees working in an excavation shall wear head protection (hard hats).

7. No employees shall be permitted underneath loads handled by lifting or digging equipment.

8. Employees shall be protected from loose rock, or soil that could pose a hazard by falling or rolling from and excavation face or side.

9. Employees working in excavations of 4 feet or deeper shall be protected from cave-ins by an adequate protective system designed in accordance with the OSHA rules and regulations. Competent Person may after a thorough inspection may make an exception to the 4-foot rule, but in all cases of 5 feet or greater protective measures shall be employed. In excavations of 3 feet or deeper and a Competent Person has determined that there is no indication of a potential cave-in and no protective system is required, the buddy system will be employed so that no one person is left in the trench alone without means of visual contact and have voice communication with another employee at all times.

10. Smoking inside an excavation is prohibited.

11. Employees entering deep, confined excavations, such as bell-bottom pier holes, shall

wear a harness with a safety line attached. This line shall be separate from any line used to handle material. The safety line shall be attended at all times, in case the employee requires rescue.

12. Employees many not work in excavations with accumulated water, unless specific steps are taken to protect from the accumulation hazard.

13. Materials or equipment shall be placed or stored closer than 3 feet from the edge of the excavation unless the material is secured by restraining devices sufficient to prevent the material from falling into the excavation. Competent Person may allow a deviance to this rule if they deem to be safe, but in no circumstance closer than 2 feet.

14. Appropriate eye protection shall be worn when machines or operations present potential eye or face injuries.

15. All excavations that are deeper than 20 feet shall be designed by a professional engineer.

16. Where employees or equipment are permitted to cross over excavations, walkways or bridges standard guardrail or fall protection shall be used. Employees shall not walk or jump over trenches larger than 14".

17. Employees shall be required to stand away from any vehicle being loaded or unloaded to avoid being struck by any spillage or falling materials.

18. Pre-entry atmospheric monitoring shall be conducted in excavations of 4 feet or deeper. Employees shall not be permitted to enter an excavation where a hazardous atmosphere or oxygen deficient atmosphere exists until additional and appropriate precautions have been taken to prevent employee exposure to the hazard. Additional precautions include providing proper respiratory protection or forced ventilation of the excavation. Anytime the atmosphere in an excavation requires that controls are used to reduce the level of atmospheric contaminants to acceptable levels, continuous air monitoring will be performed by the Competent Person using a properly calibrated gas monitor.

    i. Forced ventilation or other effective means shall be used to prevent employee exposure to an atmosphere containing a flammable gas in excess of 10 percent of the lower flammability limit of the gas
    ii. Emergency rescue equipment shall be readily available where hazardous atmospheres conditions exist or may develop during work in an excavation.
    iii. If employees are required to enter an excavation with hazardous atmospheres they will where respiratory protection in compliance with OSHA.

19. No employees shall be permitted to work within a trench underneath heavy equipment.

20. A warning system shall be used when mobile equipment is operated adjacent to the edge of an excavation if the operator does not have a clear and direct view of the edge of the excavation. Warning systems shall consist of barricades, earthen barricades of no lower than 4 feet in height, hand or mechanical signals, or stop logs. If possible, the grade should be away from the excavation.

21. Employees shall not be permitted to work above other employees on the faces of sloped

or benched systems except when employees at the lower levels are protected from the hazard of falling, rolling, or sliding material or equipment.

22. Utilities must be notified before any work is done within 10 feet of a high voltage line.

Competent Person Designation

Before an employee can be designated as a Competent Person, the employee must demonstrate that he or she possesses the necessary training, knowledge and experience in the area of excavations. The candidate must be knowledgeable of the requirements set forth in 29 CFR 1926 Subpart P Excavations. The candidate shall be evaluated by an E Light supervisor prior to being designated as a Competent Person. This evaluation shall be documented and documentation shall be sent to the E Light Safety Coordinator to be kept on file. A Competent Person designation form must be signed by the candidate and the Site Superintendent or Construction Manager.

Inspections

An E Light designated Competent Person must conduct daily inspections of excavations, the adjacent areas, and any protective systems used. The purpose of the inspection is to look for evidence of any situation that could result in a possible cave-in, or other hazardous conditions.

See Inspection Checklist for Classification:

Inspections shall be conducted prior to the start of work and as needed throughout the shift. Inspections shall also be conducted after hazard increasing occurrences such as rain storms.

In the event the supervisor the Competent Person or any exposed employee finds evidence of a situation that could result in a possible cave-in, indication of failure of a protective system, hazardous atmosphere or any other hazardous condition, exposed employees shall be removed from the hazardous area until the necessary precautions have been taken to ensure their safety.

The site Superintendent shall conduct a weekly safety inspection which shall include excavations and excavation work being performed on site.

Training

The Site Construction Manager or Superintendent is responsible to arrange training for affected employees on the requirements of this program. Training shall be conducted by the Site Construction Manager, Site Superintendent, or E Light Safety representative.

Pre-worksite Inspections

Prior to excavation the Site Construction Manager or Superintendent shall conduct a site inspection and assessment to determine if any site specific safety measures must be taken prior to the excavation activity.

Underground Utilities

The location of sewers, telephone, fuel, electric, water lines, or any other underground installations that may be encountered during excavation work shall be determined and marked prior to opening an excavation.

The Site Construction Manager or Superintendent shall make arrangements with all appropriate utility agencies for the protection, removal, shutdown, or relocation of underground utilities.

Barricades and Walkways

Barricades, walkways, and postings shall be provided as necessary for the protection of employees prior to the start of excavation. Barricades may consist of yellow tape to serve as a warning to employees in the area prior to entering. Employees entering such areas shall observe the hazard prior to entering. In some cases red danger tape will be used to communicate that the area has the potential of imminent danger and employees shall not be allowed in the area unless they have received permission from the person who established the red danger tape.

Walkways or bridges shall be provided where employees are permitted to cross over excavations. Guardrails shall be provided where walkways, accessible to on-site project personnel, are 6 feet or more above lower levels.

For guidance on the requirements for guardrails and toe boards, employees will refer to E Light's Fall Protection Program.

Guardrails, fences, or barricades shall be provided around excavations adjacent to walkways, driveways and other pedestrian or vehicle thoroughfares. All barricades shall have a barricade tag hung from the barricade containing the following minimum information:

- Name of person/entity who erected the barricade
- Contact information
- Type of hazard
- Date barricade was installed

Electrical

1. Industrial heavy weight, extra hard usage cords with proper grounds and minimum of 12 gauge are always to be used on site.
2. 100% Ground Fault Circuit Interrupter (GFCI) protection is required.
    a. Any contractor using temporary power must submit a GFCI and Equipment inspection report to Construction Manager each month before the 12th of the month.
3. Inspect all cords and welding leads before each use. Damaged items must be repaired or removed from the site.
4. All electrical and mechanical systems are to be considered LIVE AT ALL TIMES unless an electrically safe work condition has been achieved.
    a. An Electrically Safe Work Condition may only be achieved if all of the following have been completed.

i. All sources of power have been identified.
ii. All sources of power have been de-energized and locked out.
iii. All circuitry and equipment has been tested with a calibrated meter and verified to be De-energized.

5. All portable generators must be grounded if the metal frame is not contacting the ground
6. Follow the Lock Out and Tag Out procedure when work in performed on systems which could become energized.
    a. A JHA and Energized Work Permit shall be completed and submitted to Ted Smith for review and approval before any work may be performed on systems which could become energized and are not Locked Out and Tagged Out.

Post Pounding

General Requirements

1. Anyone within 100ft of post pounding activities must be wearing double hearing protection (ear plugs & ear muffs)

Concrete

General Requirements

1. Formwork must be designed, fabricated, erected, supported, braced, and maintained so that it will be capable of supporting without failure all vertical and lateral loads that might be applied to the formwork.
2. Employees must be protected from impalement hazards at all times. Any reinforcing steel in which an employee could fall on or into must be guarded. (Example: Impalement caps on vertical rebar)
3. Formwork must not be removed until it has been determined that the concrete has gained sufficient strength to support its weight and superimposed loads.

Material Hazards

1. Cement comprises 7 to 15 percent of total concrete volume. Wet cement is caustic and can cause severe chemical burns to exposed skin and eyes. Avoid contact with Wet Cement and exposed skin.

Personal Protective Equipment

1. Wear water proof gloves, long sleeve shirts, full length pants, and proper eye protection when exposed to wet concrete.
2. Always wear water proof boots if you must stand in wet concrete.
3. Never expose bare skin to concrete.
4. A dust mask must be worn whenever opening bags or sacks of cement and cement products in addition to their regular safety attire.

First Aid Measures

1. **Skin Contact**-Wash wet concrete, mortar, cement, or cement mixtures from your skin immediately.
2. **Eye Contact**-Flush eyes with clean water immediately after contact. Saline solution may also be used.

Workplace Crystalline Silica Exposure Control Policy

1. Purpose

To reduce employee exposure of airborne crystalline silica to below the PEL (permissible exposure limit) set by OSHA by eliminating the exposure, using engineering controls to limit exposure, and by using administrative controls to keep employees from being exposed to airborne crystalline silica.

2. Applicability

This policy will apply to all E Light Electric Services, Inc. employees who are at risk of being exposed to airborne crystalline silica where exposure is at or above the action limit of 25 $\mu g/m^3$ (micrograms of silica per cubic meter of air) averaged over an eight-hour day.
This policy will also apply to any and all sub-contractors working for E Light Electric Services, Inc. unless they have a written exposure control plan that meets or exceeds this policy.

3. Policy

The employees of E Light Electric Services, Inc. and the sub-contractors will be protected from health hazards associated with airborne crystalline silica.

4. Responsibilities

E Light Electric Services, Inc.

- Will develop and maintain a training program that educates all employees on the health hazards and protection methods associated with exposure to airborne crystalline silica.
    - Maintain records of training for all employees.
- Review the exposure control plan as needed to maintain a suitable program to protect employees.

- Designate a competent person on the job site that is responsible for implementing the written exposure control plan.
- Develop alternative methods that reduce employee exposure when feasible.

Project Manager and Superintendent:

- Will ensure that any tools, equipment, personal protective equipment, and or materials are readily available to protect employees from exposure.
- Will obtain and keep on site a copy of this exposure control plan and will have it readily available to personnel for review.
- Provide a JHA (job hazard analysis) for work where employees are at risk of exposure.
- Ensure that all employees are utilizing the proper protection methods while in an area where there is risk of exposure.
- Removing employees from an area where there are no feasible ways to protect workers from exposure.
- Communicating with other contractors on site to ensure workers are protected from exposure due to other work being performed.

Employees

- Knowing the hazards of crystalline silica dust exposure.
- Following this policy and any other site specific policies.
- Setting up work/tasks in accordance with this plan.
- Using assigned protection equipment for each task.
- Reporting any unsafe conditions to supervision/management.
- Knowing how and when to report unsafe exposures.

5. Scope

This policy covers all tasks that could create an environment where employees are at risk of exposure to airborne crystalline silica at or above the action limit of 25 $\mu g/m^3$.

6. Silica Properties

Silica:

The dioxide form of silicone, occurring especially as quartz sand, flint, and agate: used usually in the form of its prepared white powder chiefly in the manufacture of glass, water glass, ceramics, and abrasives.

Also called **Silicone Dioxide**

Common materials containing silica:

- Rock and Sand
- Topsoil and Fill
- Concrete, Cement, and Mortar
- Masonry, Brick, and Tile
- Granite, Sandstone, and Slate
- Asphalt (containing rock and stone)
- Fibrous cement board containing silica

Some examples of work activities that could expose employees to the hazards of silica:

- Abrasive blasting (concrete and stone structures)
- Jackhammering, chipping, or drilling rock or concrete
- Cutting brick or tiles
- Sawing or grinding concrete
- Road construction
- Loading, hauling, or dumping gravel
- Demolition of concrete/stone structures
- Sweeping concrete dust

7. Health Hazards

Exposure to silica has been shown to cause silicosis, lung cancer, pulmonary tuberculosis, and other airway diseases. Silicosis is a permanent lung damage caused by breathing dust containing extremely fine particles of crystalline silica. When these particles are breathed in they can cause scaring or lung damage. Silicosis can be totally disabling and often lead to death.

There are three main types of silicosis which depend on the concentrations of silica dust and duration of exposure:

- Chronic Silicosis – develops after 10 or more years of exposure to crystalline silica at relatively low concentrations.
- Accelerated Silicosis – develops 5 to 10 years after initial exposure to crystalline silica at high concentrations.
- Acute Silicosis – develops within a few weeks, or 4 to 5 years, after exposure to very high concentrations of crystalline silica.

Symptoms:

Workers may not have any signs of symptoms initially, however, as the disease progresses, a worker may experience:

- Shortness of breath
- Severe cough
- Weakness

8. Procedures

Each site will develop exposure control methods for **each task** where exposure to silica is possible. This means each task must be planned in advance before starting the task. The task must be planned to reduce the risk of exposure for employees working on each task. This will be done by creating a JHA using iAuditor. If the work area changes, becomes more confined, or any other condition that could raise the risk of exposure the work will be stopped and the JHA will be revised in order to create a safe working environment.

The following are guidelines that can be used, however these guidelines will not take the place of task specific JHA's on the jobsite.

When conducting your risk exposure and creating a task specific JHA, keep in mind that drilling overhead an employee will be at a greater risk of exposure. If drilling numerous holes in a single area, this could also create a greater risk of exposure.

When only drilling a small quantity of holes;

For drilling holes 1/2" or less:

- No further protection methods are needed unless it is deemed by the competent person that there is risk of exposure (such as in an enclosed or confined area)

For drilling holes larger than 1/2":

- Use a drill equipped with a shroud or a cowling with a dust collection system. The dust collector must have a filter with 99% or greater efficiency. Use a HEPA filtered vacuum when cleaning out the holes.
- Utilize a water delivery system that will be adequate enough to not allow airborne particulates.

For saw cutting:

- All cutting of brick, block, and tile will be cut wet when possible.

Demo saw cutting:

- Work will be done wet whenever possible. A dust collection system may also be used.

Sweeping:

- Use floor sweep to control the dust build up when sweeping.

Miscellaneous:

- Whenever doing any other task that may expose employees to airborne crystalline silica, wet methods shall be used. This includes scraping, chipping, sanding, or grinding.

- Do not eat, drink, or use tobacco products in dusty areas.
- Use personal protective equipment whenever the level of dust cannot be controlled.
- Post warning signs in areas where the level of dust cannot be controlled.
- If another contractor or an outside source is creating a condition that exposes personnel to silica, remove personnel from the area until the area is safe to continue work.

9. Training & Education

All E Light Electric Services, Inc. personnel shall complete Silica awareness training as part of new hire orientation. Training will include:

- Properties of silica
- Recognizing silica hazards
- Activities that could expose employees to silica hazards
- The E Light Electric Services, Inc. silica safety program.

All personnel will be required to complete this training annually by accessing the training module on elighttraining.com. All records of training shall be kept and made available upon request.

Refresher training will be completed if but not limited to:

- Near miss involving silica
- Incident/accident involving silica
- Violation of E Light Electric Services, Inc. policy or procedures

Vehicles and Equipment

1. Personal vehicles shall be allowed only in the employee parking area.
2. Only company vehicles with a logo or Company identification will be allowed to operate on the site outside of the employee parking area.
3. Each contractor is responsible for providing safe transportation from the meeting area to the worksite for their employees.
4. Proper training, certification and authorization are required prior to operating any equipment.
    a. Only persons that have been approved and have UTV training may operate a UTV on site.
    b. All approved persons for operating a UTV will have a UTV hard sticker to identify those that have been trained. .
5. A spotter is mandatory when view is obstructed by load or the equipment being operated.
6. Back-up alarms must be present on all vehicles and all equipment and must be verified to operating before each use. (a horn can be used in place of an alarm)
    a. Exception: Motor vehicles registered and licensed for street use shall not need back up alarms.
7. Always follow the manufacturer's operating instructions for all equipment and tools used.
8. Use of vehicles and equipment shall be limited to approved roadways and work areas. Right of ways shall be granted to construction equipment.
9. Use of cell phones while operating equipment is prohibited at all times
10. All personnel driving vehicles shall have a valid driver's license.
11. Vehicles/ equipment shall be parked on the road shoulder or isolated area to allow free travel to others.
12. When a parked vehicle/equipment is left unattended, the engine shall be turned off and the keys removed.
13. When driving, seat belts shall be worn at all times. Transport of personnel shall only be permitted when safe and in designated areas only. Personnel will only ride in designed seating equipped with a seatbelt; NO RIDING IN PICK UP BEDS OR ON FLATBEDS
14. Posted speed limits shall be maintained at all times. The site speed limit is 10 MPH. Should adverse weather conditions exist or conditions warrant; adjust speed and driving as required.
15. Reckless driving is strictly prohibited.
16. When driving/ operating equipment, headlights shall be on and workable.

Use of cell phones or radios is prohibited when driving.

17. Vehicles/equipment must be reversed in when possible. If not possible, vehicles shall be parked in a way to allow for forward movement without obstruction. If a vehicle needs to be reversed out of a parked spot, reverse slowly and use a spotter if necessary to avoid an incident.

Training Requirements

1. All personnel must be trained, certified, and authorized to operate any and all equipment.

2. Training will be ongoing as required
3. All training will be documented and submitted / emailed to the Education and Loss Prevention Coordinator to be filed on the E Light network.

Cranes

1. A completed lift plan shall be submitted and approved prior to lifting operations.
2. Crane operators must have proof of NCCCO certification prior to arriving on site.
3. Riggers must be certified in accordance with OSHA standards.
4. A pre lift meeting must be held with personnel involved before a lift is made.
5. Be aware of overhead loads- listen for horns.
6. Never stand or walk under a suspended load.
7. Crane swing radius and lift radius will be barricaded.
    a. Swing Radius – Yellow Caution Tape
    b. Lift Radius 1.5* boom height – Red Danger Tape
8. Personnel not directly involved in the lift shall stay out of the lifting radius.
    a. Any visitor(s)/observer(s) must be a part of the lift meeting.
        - Exception(s) to this must be approved by the Safety Manager and the Construction Manager.

Barricade Tape

1. Red = imminent danger exists. Only authorized personnel performing actual work are to be allowed in this barricade tape area. The only exception for entry into a red area is with prior permission from the persons authorized to work within the area and after the safety pre-task plan card has been reviewed by the person entering the area.
2. Yellow = a hazard exists that would warrant caution. A Yellow area can be accessed by anyone who is authorized to be on the job site, and who stops to observe the existing hazard and takes the proper precautions prior to entering the tape barricade area.
3. All persons entering an area where work is being performed must be challenged by the persons performing the work and the safety pre-task plan card must be reviewed by the person entering the area.

Barricading Guidelines

Condition	Barricade	Acceptable Barricade
General Construction	Barricade is not required for general construction unless it is determined by site management that barricades are needed	Barricade material shall be determined on a case by case basis if required.
Overhead Work	Use barricades if there is a risk of other being struck by objects that may fall	Caution tape, hard barricades, snow fencing, cones
Excavations (Trenches, holes, etc.)	Trenches shall be barricaded when unattended. If operators of mobile equipment do not have a clear and direct view of the edge of the trench, and they are required to approach the edge of the trench, there must be a warning system in place	Caution tape, yellow rope with flagging, hard barricades, snow fencing, cones, signal person (for mobile equipment)
Tripping Hazards	Where tripping hazards cannot be eliminated use barricades to warn of the tripping hazard	Caution tape, cones
Immediate danger to life or health (IDLH)	Where there is an unsafe condition that poses an immediate threat to life or health the area must be barricaded	Red Barricade Tape (Even if hard barricades are used RED barricade tape must also be used)
Energized Electrical Parts	Barricades must be present in accordance with NFPA 70E standards. Barricades should be non-conductive material	Red Danger tape, red rope with flagging.

Hazardous Material

1. Any and all hazardous materials are to be stored in the designated HAZMAT area. (See Site Map)
2. All hazardous material must also be disposed of in the correct Hazardous Waste container.
3. In the event of a spill there are spill kits for containment and clean up.
4. Notify your supervisor if a spill occurs immediately.
5. Only "safety type" cans will be used as secondary containers.
6. All containers must be clearly marked as to their contents.

Any hazardous material brought on site must be approved by Construction Manager prior to being brought on site.

HAZARD COMMUNICATIONS WRITTEN PROGRAM

This program applies to all work operations in E Light, where you may be exposed to a hazardous substance under normal occupational conditions, or during emergency situations.

The program will be available at each job site and a master file will be kept in the main office. Each Superintendent is acting as the representative of E Light, and has the overall responsibility for maintaining and updating the program as necessary. Any employee can obtain a copy of the Hazard Communications Program or any part of it from site Construction Manager during normal working hours.

This program is written with the intention of compliance with OSHA, 29 CFR 1910.1200(g) and Appendix D. United Nations Globally Harmonized System of Classification and Labelling of Chemicals (GHS).

All employees are required to complete Hazard Communications Program 2016 training annually. The program will be made available by on line access.

CONTAINER LABELING

The Construction Manager for each site has the responsibility to insure all containers on the site are labeled as to what they contain, and note the appropriate hazard warnings and part of body effected. Labeling shall be done in accordance with the new SDS system as detailed below and shall have the new Hazard Communication Pictograms. Labels shall include:

- Name, Address and Telephone Number
- Product Identifier

• Signal Word
• Hazard Statement(s)
• Precautionary Statement(s)
• Pictogram(s)

No container will be released for use until the above data is verified. Labels can be in common name, trade name, and actual name. Example: Window Wash, Window Cleaner, Windex. E Light will rely on manufacturers applied labels whenever possible, and will insure that these labels are maintained.

Pictograms

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

SDS (Safety Data Sheets):

The Construction Manager of each site is responsible for obtaining necessary SDS's for hazardous materials, so a comprehensive SDS file can be maintained. The SDS shall include only those items on site at the project and shall be verified by comparison to the chemical and item inventory once per month to ensure accuracy. A SDS log shall be maintained on site and kept in a location that is accessible to employees.

E Light projects will not provide SDS sheets on a project for items that are not on that site.

The SDS inventory log shall include the approximate quantity on site and the location of storage.

All employees will be informed of the location of the written program and all Safety Data Sheets (SDS's).

- Copies of the SDS's for all hazardous chemicals to which E Light employees may be exposed on the project will be kept by the supervisor and in the job trailer at each site. The SDS's will be kept in the order they appear on the SDS log and will be available for review to all employees during normal working hours.
- All vendors shall be required to supply an SDS sheet with all orders and the Construction Manager shall be responsible for ensuring the SDS on site are accurate and up to date. Do not accept deliver of hazardous classified material without a copy of the current SDS attached to the delivery. Ensure the new SDS is entered into the log on site and placed with the log.
- All sub-contractors working on any job site for E Light are required to bring a copy of their hazard communications program to the site before working with any hazardous chemicals. Upon leaving the job site and taking all hazardous materials with them, they may take their copy of the hazard communications program with them.
- The site Construction Manager will recommend to all employees, in case of an emergency take a copy of the applicable SDS's to the medical facility, if the emergency is caused by a chemical exposure.
- Field and Service employees can call the office and have any SDS's faxed, emailed to their location. In case of emergency faxed to the doctor's office.

Safety Data Sheets shall conform to the following:

The Hazard Communication Standard (HCS) (29 CFR 1910.1200(g)), revised in 2012, requires that the chemical manufacturer, distributor, or importer provide Safety Data Sheets (SDSs) (formerly MSDSs or Material Safety Data Sheets) for each hazardous chemical to downstream users to communicate information on these hazards. The information contained in the SDS is largely the same as the MSDS, except now the SDSs are required to be presented in a consistent user-friendly, 16-section format. This brief provides guidance to help workers who handle hazardous chemicals to become familiar with the format and understand the contents of the SDSs.

The SDS includes information such as the properties of each chemical; the physical, health, and environmental health hazards; protective measures; and safety precautions for handling, storing, and transporting the chemical. The information contained in the SDS must be in English (although it may be in other languages as well). In addition, OSHA requires that SDS preparers provide specific minimum information as detailed in Appendix D of 29 CFR 1910.1200. The SDS preparers may also include additional information in various section(s).

Sections 1 through 8 contain general information about the chemical, identification, hazards, composition, safe handling practices, and emergency control measures (e.g., firefighting). This information should be helpful to those that need to get the information quickly. Sections 9 through 11 and 16 contain other

technical and scientific information, such as physical and chemical properties, stability and reactivity information, toxicological information, exposure control information, and other information including the date of preparation or last revision. The SDS must also state that no applicable information was found when the preparer does not find relevant information for any required element.
The SDS must also contain Sections 12 through 15, to be consistent with the UN Globally Harmonized System of Classification and Labeling of Chemicals (GHS), but OSHA will not enforce the content of these sections because they concern matters handled by other agencies.
A description of all 16 sections of the SDS, along with their contents, is presented below:

Section 1: Identification

This section identifies the chemical on the SDS as well as the recommended uses. It also provides the essential contact information of the supplier. The required information consists of:

- Product identifier used on the label and any other common names or synonyms by which the substance is known.
- Name, address, phone number of the manufacturer, importer, or other responsible party, and emergency phone number.
- Recommended use of the chemical (e.g., a brief description of what it actually does, such as flame retardant) and any restrictions on use (including recommendations given by the supplier). [1]

Section 2: Hazard(s) Identification

This section identifies the hazards of the chemical presented on the SDS and the appropriate warning information associated with those hazards. The required information consists of:

- The hazard classification of the chemical (e.g., flammable liquid, category[1]).
- Signal word.
- Hazard statement(s).
- Pictograms (the pictograms or hazard symbols may be presented as graphical reproductions of the symbols in black and white or be a description of the name of the symbol (e.g., skull and crossbones, flame).
- Precautionary statement(s).
- Description of any hazards not otherwise classified.
- For a mixture that contains an ingredient(s) with unknown toxicity, a statement describing how much (percentage) of the mixture consists of ingredient(s) with unknown acute toxicity. Please note that this is a total percentage of the mixture and not tied to the individual ingredient(s).

Section 3: Composition/Information on Ingredients

This section identifies the ingredient(s) contained in the product indicated on the SDS, including impurities and stabilizing additives. This section includes information on substances, mixtures, and all chemicals where a trade secret is claimed. The required information consists of:

Substances

- Chemical name.
- Common name and synonyms.
- Chemical Abstracts Service (CAS) number and other unique identifiers.
- Impurities and stabilizing additives, which are themselves classified and which contribute to the classification of the chemical.

Mixtures

- Same information required for substances.
- The chemical name and concentration (i.e., exact percentage) of all ingredients which are classified as health hazards and are:
  - Present above their cut-off/concentration limits or
  - Present a health risk below the cut-off/concentration limits.
- The concentration (exact percentages) of each ingredient must be specified except concentration ranges may be used in the following situations:
  - A trade secret claim is made,
  - There is batch-to-batch variation, or
  - The SDS is used for a group of substantially similar mixtures.

Chemicals where a trade secret is claimed

- A statement that the specific chemical identity and/or exact percentage (concentration) of composition has been withheld as a trade secret is required.

Section 4: First-Aid Measures

This section describes the initial care that should be given by untrained responders to an individual who has been exposed to the chemical. The required information consists of:

- Necessary first-aid instructions by relevant routes of exposure (inhalation, skin and eye contact, and ingestion).
- Description of the most important symptoms or effects, and any symptoms that are acute or delayed.
- Recommendations for immediate medical care and special treatment needed, when necessary.

Section 5: Fire-Fighting Measures

This section provides recommendations for fighting a fire caused by the chemical. The required information consists of:

- Recommendations of suitable extinguishing equipment, and information about extinguishing equipment that is not appropriate for a particular situation.
- Advice on specific hazards that develop from the chemical during the fire, such as any hazardous combustion products created when the chemical burns.
- Recommendations on special protective equipment or precautions for firefighters.

Section 6: Accidental Release Measures

This section provides recommendations on the appropriate response to spills, leaks, or releases, including containment and cleanup practices to prevent or minimize exposure to people, properties, or the environment. It may also include recommendations distinguishing between responses for large and small spills where the spill volume has a significant impact on the hazard. The required information may consist of recommendations for:

- Use of personal precautions (such as removal of ignition sources or providing sufficient ventilation) and protective equipment to prevent the contamination of skin, eyes, and clothing.
- Emergency procedures, including instructions for evacuations, consulting experts when needed, and appropriate protective clothing.
- Methods and materials used for containment (e.g., covering the drains and capping procedures).
- Cleanup procedures (e.g., appropriate techniques for neutralization, decontamination, cleaning or vacuuming; adsorbent materials; and/or equipment required for containment/clean up)

Section 7: Handling and Storage

This section provides guidance on the safe handling practices and conditions for safe storage of chemicals. The required information consists of:

- Precautions for safe handling, including recommendations for handling incompatible chemicals, minimizing the release of the chemical into the environment, and providing advice on general hygiene practices (e.g., eating, drinking, and smoking in work areas is prohibited).
- Recommendations on the conditions for safe storage, including any incompatibilities. Provide advice on specific storage requirements (e.g., ventilation requirements)

Section 8: Exposure Controls/Personal Protection

This section indicates the exposure limits, engineering controls, and personal protective measures that can be used to minimize worker exposure. The required information consists of:

- OSHA Permissible Exposure Limits (PELs), American Conference of Governmental Industrial Hygienists (ACGIH) Threshold Limit Values (TLVs), and any other exposure limit used or recommended by the chemical manufacturer, importer, or employer preparing the safety data sheet, where available.
- Appropriate engineering controls (e.g., use local exhaust ventilation, or use only in an enclosed system).

- Recommendations for personal protective measures to prevent illness or injury from exposure to chemicals, such as personal protective equipment (PPE) (e.g., appropriate types of eye, face, skin or respiratory protection needed based on hazards and potential exposure).
- Any special requirements for PPE, protective clothing or respirators (e.g., type of glove material, such as PVC or nitrile rubber gloves; and breakthrough time of the glove material).

Section 9: Physical and Chemical Properties

This section identifies physical and chemical properties associated with the substance or mixture. The minimum required information consists of:

- Appearance (physical state, color, etc.);
- Upper/lower flammability or explosive limits;
- Odor;
- Vapor pressure;
- Odor threshold;
- Vapor density;
- pH;
- Relative density;
- Melting point/freezing point;
- Solubility(ies);
- Initial boiling point and boiling range;
- Flash point;
- Evaporation rate;
- Flammability (solid, gas);
- Partition coefficient: n-octanol/water;
- Auto-ignition temperature;
- Decomposition temperature; and
- Viscosity.

The SDS may not contain every item on the above list because information may not be relevant or is not available. When this occurs, a notation to that effect must be made for that chemical property. Manufacturers may also add other relevant properties, such as the dust deflagration index (Kst) for combustible dust, used to evaluate a dust's explosive potential

Section 10: Stability and Reactivity

This section describes the reactivity hazards of the chemical and the chemical stability information. This section is broken into three parts: reactivity, chemical stability, and other. The required information consists of:

Reactivity

- Description of the specific test data for the chemical(s). This data can be for a class or family of the chemical if such data adequately represent the anticipated hazard of the chemical(s), where available.

Chemical stability

- Indication of whether the chemical is stable or unstable under normal ambient temperature and conditions while in storage and being handled.
- Description of any stabilizers that may be needed to maintain chemical stability.
- Indication of any safety issues that may arise should the product change in physical appearance.

Other

- Indication of the possibility of hazardous reactions, including a statement whether the chemical will react or polymerize, which could release excess pressure or heat, or create other hazardous conditions. Also, a description of the conditions under which hazardous reactions may occur.
- List of all conditions that should be avoided (e.g., static discharge, shock, vibrations, or environmental conditions that may lead to hazardous conditions).
- List of all classes of incompatible materials (e.g., classes of chemicals or specific substances) with which the chemical could react to produce a hazardous situation.
- List of any known or anticipated hazardous decomposition products that could be produced because of use, storage, or heating. (Hazardous combustion products should also be included in Section 5 (Fire-Fighting Measures) of the SDS.)

Section 11: Toxicological Information

This section identifies toxicological and health effects information or indicates that such data are not available. The required information consists of:

- Information on the likely routes of exposure (inhalation, ingestion, skin and eye contact). The SDS should indicate if the information is unknown.
- Description of the delayed, immediate, or chronic effects from short- and long-term exposure.
- The numerical measures of toxicity (e.g., acute toxicity estimates such as the LD50 (median lethal dose)) - the estimated amount [of a substance] expected to kill 50% of test animals in a single dose.
- Description of the symptoms. This description includes the symptoms associated with exposure to the chemical including symptoms from the lowest to the most severe exposure.
- Indication of whether the chemical is listed in the National Toxicology Program (NTP) Report on Carcinogens (latest edition) or has been found to be a potential carcinogen in the International Agency for Research on Cancer (IARC) Monographs (latest editions) or found to be a potential carcinogen by OSHA

Section 12: Ecological Information (non-mandatory)

This section provides information to evaluate the environmental impact of the chemical(s) if it were released to the environment. The information may include:

- Data from toxicity tests performed on aquatic and/or terrestrial organisms, where available (e.g., acute or chronic aquatic toxicity data for fish, algae, crustaceans, and other plants; toxicity data on birds, bees, plants).
- Whether there is a potential for the chemical to persist and degrade in the environment either through biodegradation or other processes, such as oxidation or hydrolysis.
- Results of tests of bioaccumulation potential, making reference to the octanol-water partition coefficient (Kow) and the bio concentration factor (BCF), where available.
- The potential for a substance to move from the soil to the groundwater (indicate results from adsorption studies or leaching studies).
- Other adverse effects (e.g., environmental fate, ozone layer depletion potential, photochemical ozone creation potential, endocrine disrupting potential, and/or global warming potential).

Section 13: Disposal Considerations (non-mandatory)

This section provides guidance on proper disposal practices, recycling or reclamation of the chemical(s) or its container, and safe handling practices. To minimize exposure, this section should also refer the reader to Section 8 (Exposure Controls/Personal Protection) of the SDS. The information may include:

- Description of appropriate disposal containers to use.
- Recommendations of appropriate disposal methods to employ.
- Description of the physical and chemical properties that may affect disposal activities.
- Language discouraging sewage disposal.
- Any special precautions for landfills or incineration activities

Section 14: Transport Information (non-mandatory)

This section provides guidance on classification information for shipping and transporting of hazardous chemical(s) by road, air, rail, or sea. The information may include:

- UN number (i.e., four-figure identification number of the substance)[1].
- UN proper shipping name[1].
- Transport hazard class(es)[1].
- Packing group number, if applicable, based on the degree of hazard[2].
- Environmental hazards (e.g., identify if it is a marine pollutant according to the International Maritime Dangerous Goods Code (IMDG Code)).
- Guidance on transport in bulk (according to Annex II of MARPOL 73/78[3] and the International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk (International Bulk Chemical Code (IBC Code)).

Any special precautions which an employee should be aware of or needs to comply with, in connection with transport or conveyance either within or outside their premises (indicate when information is not available).

Section 15: Regulatory Information (non-mandatory)

This section identifies the safety, health, and environmental regulations specific for the product that is not indicated anywhere else on the SDS. The information may include:

- Any national and/or regional regulatory information of the chemical or mixtures (including any OSHA, Department of Transportation, Environmental Protection Agency, or Consumer Product Safety Commission regulations)

Section 16: Other Information

This section indicates when the SDS was prepared or when the last known revision was made. The SDS may also state where the changes have been made to the previous version. You may wish to contact the supplier for an explanation of the changes. Other useful information also may be included here.

Training is to be formal, at orientation and on-the-job, presented prior to any exposure to hazardous materials, periodically throughout the year during safety meetings. Any time new substances, processes, procedures or equipment is introduced to the work environment; affected employees must be trained in the new hazards.

Training must include:

•Methods of protection

•Location of Haz Comm Program

•Details about the Program

•Labeling and Markings

•Methods of Detection

•Physical Hazards

•Where to obtain more person protection information

Employees must be instructed if they are asked to handle, or use a hazardous material. If they have not been trained on the hazardous material, and are asked to handle, or use it, they must inform the supervisor for needed training.

Safety inspections must be performed periodically and whenever new hazards are presented, or when new substances, processes, procedures or equipment are introduced to the work environment.

Non-Routine Tasks

Since many tasks are not done on a routine basis, they will be handled through the specific training. It will be the supervisor's responsibility to provide training to his employees, on the performance of specific or specialized hazardous non-routine tasks.

However, if the product is a common product used routinely at home work on and off the job, at it is not part of a specific task, no SDS or specific training will be required on common products.

Articles

Are manufactured items, which are formed to a specific shape or design during manufacturing, which has end use function dependent in whole, or part upon its shape or design during end use and which does not release or otherwise result in exposure to hazardous chemicals under normal use, such as ballasts, capacitors, conduit, most wire, j-boxes etc.

Sub-Contractors

E Light will inform the sub-contractor entering the job site of the written hazard communications program, and where to locate any SDS's. It will be the sole responsibility of the sub-contractor to properly train their employees according to the hazard communications program. Any sub-contractor that will be using a hazardous chemical that may or will expose different contractor's employees MUST immediately notify that contractor of the hazards, avoidance, PPE required and emergency procedures for the hazardous material that will be used.

Training material and pamphlets are available at the main office, the local OSHA office- Austin Texas Region 6 La Costa Green Bldg. 1033 Austin Texas 78752 Suite 375 512-374-0271. Our insurance carriers have training and information on Hazard Communication (HazCom).

Housekeeping

1. Messy job-sites or work areas WILL NOT BE TOLERATED.
2. All trash/ debris must be cleaned up and disposed of in dumpsters AS YOU GO; this includes lunch/break trash.

E Light Electric Services, Inc. reserves the rights to hire labor to perform clean up and back charge subcontractors responsible for the mess.

Wildlife Contact

There are many types of spiders found in the area of the project. None of these spiders pose a serious health risk to adults. Contact should be avoided however. If bitten, report the bite to your supervisor immediately so that an assessment can be made.

Be sure to carefully inspect and move conduits, pipes and other stored material to ensure that wildlife has not taken up residence in this material. Tilt all conduits up above your head so that it will drain away from your body before handling or moving material.

Poisonous snakes are local to the area. It is important to inspect all material and/or debris that have been sitting for extended periods of time. Below is a list of poisonous snakes that may be encountered on the project.

- Copperhead
- Pigmy Rattlesnake
- Timber Rattlesnake
- Cottonmouth
- Eastern Diamond Rattlesnake
- Eastern Coral Snake

What are the symptoms of a poisonous snake bite?

Symptoms of snake bites are dependent upon the type and size of the snake, the location of the bite on the body, and the age, size, and health of the victim. Children are more likely to have severe symptoms because they receive a larger concentration of venom due to their smaller body size. Also, not all snake bites involve the discharge of venom into the victim (known as envenomation). At least 25% of poisonous snake bites do not result in envenomation. Snake venoms are either hemotoxic (causing damage to blood and other tissues) or neurotoxic (causing damage to nerves). The pit vipers, with the exception of some Mojave rattlesnakes, have hemotoxic venom. The extremely potent venom of the Mojave rattlesnake has neurotoxic

activity. Coral snakes also have neurotoxic venom.
Pit viper bites often show two characteristic fang marks at the site of the bite. Intense pain usually results at the site within five minutes of the bite, and swelling is common. Other symptoms that may result from pit viper hemotoxin include:

- weakness,
- rapid pulse,
- numbness,
- tingling sensations,
- bruising,
- bleeding disorders,
- vomiting,
- an unusual metallic taste
- confusion

Bites from snakes such as coral snakes and their exotic relatives whose venom is neurotoxic may result in minimal pain and no visible marks on the skin. Instead of pain and swelling, these bites often cause local numbness along with a number of other symptoms including:

- drooping of the eyelid (ptosis),
- difficulty swallowing (dysphagia),
- double vision (diplopia),
- sweating,
- excessive salivation,
- a decrease in reflexes,
- respiratory depression, and
- Paralysis.

What is appropriate first aid for poisonous snake bites?
If someone is bitten by a poisonous snake, the bitten area should be immobilized and the victim transported to a hospital as quickly as possible. The bitten area should be washed with soap and water. A wide constriction bandage (tourniquet) may be applied two to four inches upstream of the bitten area (if on an extremity) so long as the pressure is not too tight (one or two fingers should be able to slide under the band). Overly tight tourniquets should never be used as these can block arterial blood flow to the affected area and worsen tissue damage.

Incising (cutting) and suctioning the bite area has not been shown to be beneficial. DO NOT PERFORM THIS TYPE OF FIRST AID.

Ice or cooling packs should ***never*** be applied to the area as these may result in greater harm, and incisions of the bitten area are also potentially harmful and have no benefit.

Most importantly, any victim of a venomous snake bite should be evaluated in an emergency medical care facility as soon as possible.

Other wildlife that may be encountered on the project include but not limited to are:

- Coyotes
- Raccoons
- Foxes
- Skunks
- Deer

These animals don't pose as much risk as snakes but should be treated as a potential risk to people. To help prevent these animals from being drawn to the project it will be crucial that housekeeping of lunch/break trash be picked up daily.

Poisonous Plants

There are a couple plants that should be avoided while on the project.

Poison Oak/Ivy

Poison oak/ivy is a shrub type tree that has a stem with a larger leaf at the end and two smaller leaves shooting off the sides. The leaves can be notched or smooth on the edges, and they have pointed tips. The plant is reddish in the spring, green in the summer, and yellow/orange in the fall. All parts of the plant are covered in a phototoxic compound, which means it is activated by the sun. If contact is made with the plant the affected area will redden within 12-24 hours and cause what will resemble second-degree burns after one day.

Poison Sumac

Poison sumac is a shrub type tree and has reddish stems and leaves that consist of 7-13 leaflets arranged in pairs with a single leaflet at the end. The leaflets are elongated with a smooth, velvety texture, smooth edges and a V-shaped point. Sumac resembles a fern that may have a hint of red. The leaves are bright orange in spring, dark green in the summer and red orange in the fall. Sumac is covered in the same phototoxic compound as poison oak/ivy. If contact is made symptoms will appear within 8-48 hours. Symptoms include itchiness, burning sensation, redness, swelling and watery blisters.

Drug and Alcohol Policy

PURPOSE

E Light Electric Services, Inc. is committed to a safe, healthy, and productive work environment for all employees free from the effects of substance abuse. Abuse of alcohol, drugs, and controlled substances impairs employee judgment, resulting in increased safety risks, injuries, and faulty decision-making.

SCOPE

This policy applies to all employees. All employees have been issued upon initiation of this policy or upon hire a copy of the company policy, describing in detail what substances will

be tested for and under what conditions employees will be tested.

STATEMENT OF POLICY

To ensure a safe and productive work environment the company prohibits the use, sale, dispensation, manufacture, distribution or possession of alcohol, drugs, controlled substances, or drug paraphernalia on any company premises or worksites. This prohibition includes company owned vehicles, or personal vehicles being used for company business or parked on company property. **NOTE:** The prohibition of usage of alcohol does not apply to company functions in which alcohol is served as part of that function, however, alcohol use at these company functions must be in moderation.

No employee shall report to work or be at work with alcohol or marijuana in their system above the detectible amount or with any detectible amount of prohibited drugs in the employee's system. A detectable amount refers to the standards generally used in workplace drug and alcohol testing. Although marijuana is legal in Colorado and in other states, E Light Electric Services reserves our lawful right to screen for marijuana use and at management discretion withdraw employment offers based on screening results.

Employee shall, when drugs are prescribed by a medical professional, inquire of the prescribing professional whether the drug prescribed has any side effects which may impair the employee's ability to safely perform the employee's job duties. If the answer from the medical professional is yes, the employee shall obtain a statement from the medical professional indicating any work restrictions and their duration. The employee shall present that statement to his or her supervisor prior to going on duty.

Illegal use of drugs off duty and off company premises or work sites is not acceptable. It can affect on-the-job performance and the confidence of the public, and our customers in the company's ability to meet its responsibilities.

Any violation of this policy may result in disciplinary action up to and including termination.

SUPERVISOR TRAINING

Managers and supervisors responsible for field operations are required to complete Drug Recognition and Substance Abuse Recognition training annually.

EMPLOYEE AND APPLICANT DRUG AND ALCOHOL TESTING

To promote a safe and productive workplace, E Light Electric Services, Inc. will conduct the

following types of Drug/Alcohol test for all employees:

- Pre-employment
- Reasonable Suspicion
- Post-accident
- Return-to-Duty/Follow-up Testing

Client testing / Project Specific

CATEGORIES OF EMPLOYEE SUBSTANCE TESTING

Post Offer Pre-employment Testing

All persons seeking employment with E Light Electric Services, Inc., shall undergo post-offer, pre-employment drug testing. Applicants will be informed that, as a condition of employment, they must pass a drug-screening test.

Applicants who test positive will be notified that they have not met the standards for employment. An applicant who does not pass a drug test may request that the original sample be analyzed again at the individual's expense by a government certified laboratory. All requests for an independent analysis must be made in writing within 72 hours of notification of a confirmed positive test result.

Applicants who test positive may request a review of their individual circumstances and results by senior management. Senior management reserves the right to determine employability of applicants who test positive based on this review.

IMPAIRMENT OR SUSPICION OF IMPAIRMENT

In order to maintain a safe working environment, E Light Electric employees shall report to work prepared to perform their job duties safely and efficiently. Employees shall not report to work smelling of the odor of alcohol or marijuana. Supervisors who observe employees demonstrating signs of intoxication, the odor of alcohol or marijuana, or inability to perform their work safely and efficiently shall counsel the employee and determine the appropriate action. The construction industry is hazardous and requires employees to be focused, mentally prepared for work and capable of making sound judgment decisions and physically able to perform their job assignments. Employees that are not capable of the above, endanger themselves and their coworkers.

Employees may be sent home without pay, suspended or terminated at management discretion for violation of this policy. Absences by employees in order to comply with this policy shall be considered unexcused absences.

Reasonable Suspicion Testing

An employee will be asked to submit to tests for alcohol and/or illegal drugs when the employee is reasonably suspected of being impaired in the performance of his or her job.

Reasonable suspicion testing may result from one of the following examples, but is not limited to the following:

- Specific and personal observations concerning the appearance, behavior, speech or performance of the employee; or
- Violation of a safety rule, or other unsafe work incident which, after further investigation of the employee's behavior, leads the supervisor(s)/manager(s) to believe that the employee's functioning is impaired; or
- Any physical, circumstantial, or other indicators of impairment.
- When a supervisor/manager has reasonable suspicion to request testing, the supervisor/manager will arrange to transport the employee to the collection site, and will arrange for the employee's transport home.
- Employee will be placed in an unpaid status pending the receipt of drug testing results by E Light Electric Services, Inc. If the test comes back negative, the company will pay this employee the time he would have worked.

Post-Accident Testing:

An employee must submit to drug and alcohol testing whenever employee drug use is likely to have contributed to the accident at the discretion of the Director of Education and Loss Prevention.

1. An employee who is involved in an accident must immediately report the accident to his or her supervisor/manager.

2. Whenever a supervisor/manager observes or is notified of an accident where employee drug use is likely to have contributed to the accident, the supervisor/manager will initiate drug and alcohol testing with the approval of the Director of Education and Loss Prevention. The supervisor/manager will order the employee to submit to a urine and/or breath test. The supervisor/manager will arrange to transport the employee to the collection site and will arrange for the employee's transport home.

3. E Light Electric Services will place the employee on an unpaid status pending the receipt of drug testing. If the test comes back negative, the company will pay this employee the time he would have worked.

Return to Duty/Follow-up Testing

If the company elects to allow an employee to return to work following a positive test result, it is mandatory that the employee must first pass a drug test and subsequently submit to a program of unannounced testing for a period of not more that twelve (12) months from the date of return to duty.

CLIENT POLICIES

If you are assigned to a project for which the client has an alcohol and drug policy, you are required to abide by that policy. These policies generally prohibit the use of drugs or alcohol at any time on the client's premises or during meals or breaks if you are returning to work afterward. Further, you are not to report to work showing any effect of drug or alcohol use.

THE KINDS OF SUBSTANCES TESTED FOR WILL INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING SUBSTANCES OR THEIR METABOLITES:

- Marijuana
- Cocaine
- Opiates
- Phencyclidine (PCP)
- Amphetamines
- Alcohol

E Light Electric reserves the right to change the substances that are tested for or add to the above list at any time.

MARIJUANA

An employee who tests positive for marijuana is in violation of E Light Electric's drug policy as outlined in this section, even if the employee is exempt from criminal prosecution under Colorado's medical marijuana laws or is using marijuana recreationally in conformity with Colorado's Amendment 64.

Be advised that a positive drug test for marijuana constitutes a violation of E Light's drug and alcohol policy and may lead to your termination. For more information, please speak with Human Resources.

INSPECTION AND SEARCHES

The company may conduct unannounced inspection for violations of this policy in the workplace, worksites, or company premises. Employees are expected to cooperate in any inspection.

VOLUNTARY TREATMENT

The Company supports sound treatment efforts. Whenever practical and at our discretion, the Company may assist employees in overcoming drug and alcohol, as long as this policy has not already been violated.

If an employee seeks treatment for drug or alcohol use, the employee may be eligible to go into a drug and /or alcohol treatment program either through E Light Electric, Inc.'s medical insurance program or at his or her own expense.

If the employee elects to enter an appropriate treatment program, E Light Electric, Inc. may place the employee on unpaid status, but will be required to use any accrued vacation time and sick leave while participating in the evaluation and treatment program, so long as the employee is complying with the conditions of treatment. E Light Electric, Inc. can require verification from the health care provider for a release to work and/or verification of treatment as covered in the company's medical leave policies. More information regarding availability of treatment resources and possible insurance coverage for treatment services is available from the Human Resources Department.

SAFEGUARDS AND CONFIDENTIALITY

The drug screen analysis is accomplished through urinalysis testing. Alcohol testing may be through breath testing. Samples will be collected in a sanitary environment designed to maximize employee's privacy while minimizing the possibility of sample tampering. If there is a positive drug and/or alcohol result on the initial screening test, the laboratory or blood alcohol technician will automatically do a second test to confirm the results. The second drug test will be performed using gas chromatography/mass spectrometry or other scientifically accepted method. In the event the drug and/or alcohol test results are a negative dilute, the applicant, or employee will be required to re-test. A positive breath alcohol test will be confirmed by a second breath test.

All drug tests are performed by a government-certified outside laboratory. All government-certified outside laboratories strictly follow chain of custody guidelines to ensure the integrity of the testing process. The company shall use a Medical Review Officer (MRO) who will receive the laboratory results of the testing procedure. The MRO shall be a licensed physician and have knowledge of substance abuse disorders and the appropriate medical training to evaluate positive results, medical histories, and any other relevant biomedical information. The MRO shall review all medical records made available by the tested individual when a confirmed positive test could have resulted from legally prescribed medication.

If the results of the initial test are negative, the testing laboratory will report the results to the MRO retained by the company. The MRO or the testing laboratory reports the negative results to the company. In this instance, no additional tests on the specimen will be done.

If the results of the initial test are positive, that is, if the results exceed the permitted levels for any of the five drugs tested or if the blood alcohol test comes back positive, a second confirmatory test shall be performed. The employee is prohibited from performing any duties if the initial test is positive, and while the confirmatory testing is being performed. Only specimens that are confirmed positive on the second (confirmatory) test are reported positive to the MRO for review and analysis. The MRO will contact the employee personally, in the case of a positive test result. The MRO has the responsibility of reporting to E Light Electric Services, Inc. whether the test results are positive or negative.

An applicant or employee who does not pass a drug test may request that the original sample be analyzed again at the individual's expense by a government certified laboratory. All requests for an independent analysis must be made in writing within 72 hours of notification of a confirmed positive test result.

Each applicant or employee will have an opportunity to discuss the drug and/or alcohol test with a Medical Review Officer in a confidential setting. Each applicant or employee upon his or her request may be provided with a written copy of the positive test result, upon written request. Upon written request within seven days of taking the test an employee may access records relating to his drug and/or alcohol test.

DISCIPLINARY ACTION AND REASONS FOR TERMINATION

- Testing Positive
    - Employees who test positive for drugs or alcohol are in violation of this policy.

- Refusal to comply
    - Employees who refuse required testing are in violation of this policy.

- Interference with testing
    - Employees who adulterate, tamper with or otherwise interfere with accurate testing are in violation of this policy.

- Any employee, who has been observed using or possessing illegal drugs or alcohol during work time, including lunch breaks, or on E Light Electric Services, Inc. premises is in violation of this policy.

AT WILL EMPLOYMENT

Nothing in this policy is to be construed to prohibit E Light Electric Services, Inc. from maintaining a safe and secure work environment or to limit its right to impose disciplinary actions as it may deem appropriate. Such disciplinary actions may include termination of employment. Employment is at-will and subject to termination by E Light Electric Services, Inc., or the employee at any time, with or without notice and with or without cause.

ACKNOWLEDGMENT

I have received a copy of E Light Electric's Drug and Alcohol Policy and understand that in order to continue my employment with this employer I must abide by the terms of the policy. I agree to notify the employer of any drug violation occurring in the workplace.

I understand that this policy in no way modifies my status as an at-will employee and in no way implies, infers, or guarantees my continued employment for any definite term and that I may be dismissed at the discretion of the employer for other reasons than failing to follow the terms of the policy.

Bloodborne Pathogens

Bloodborne Pathogens are organisms that can cause disease. They are primarily viruses and are called bloodborne because they are carried in blood and other bodily fluids. Employees who are certified to provide first aid may be exposed to human bodily fluids while providing first aid. To protect employees who are potentially occupationally exposed to bloodborne pathogens, the following is required:

- Hepatitis B vaccine shall be made available to any employee who provides first aid as part of his or her duty and requests the vaccine.
- Training in how to avoid getting exposed by reviewing the following company training video: "Blood borne Pathogens for the First Responder".
- Provide/issue Blood borne Pathogen kits in all first aid bags and to first aid personnel. These kits include: disposable gloves and masks and an aerosol disinfectant spray.

Disinfection of bodily fluids:

- All equipment and areas contaminated with bodily fluids shall be disinfected with an approved disinfectant.

All training documentation shall be kept on file at the project site and copy sent to the home office for file.

Extreme Weather Conditions

The Construction Manager (or designee) shall monitor the weather and the weather forecasts throughout each work shift. E Light Electric Services, Inc. employees will comply with the requests of Signal Energy personnel.

Lightning

Due to the inherent hazards of outdoor work where lightning is present, precautions will be taken to minimize personnel exposure:

In the event of a thunderstorm the Safety Manager shall monitor the location for lightning with the app WeatherBug and determine when employees need to seek shelter. The Safety Manager shall communicate with hand held radios to inform personnel they need to seek shelter from the thunderstorm. Personnel shall remain in the shelters until such time as the Safety Construction Manager has declared that it is safe to return to work. Vehicles, grounded office buildings and grounded conexs are acceptable as a means of shelter, as long as social distancing of 6 feet can be maintained. Vans and utility vehicles will be used to transport field personnel from their work locations to their personal vehicles, only allowing 50% of the capacity to be used for personnel to minimize potential infectious disease exposures. This plan shall be executed within 30 minutes of enacting the 15 mile notification.

Lightning detected at:

50 miles – Project personnel will be notified of a potentially approaching storm.

30 miles – Personnel will be notified. Crews will prepare to stop work immediately in the event lightning is detected within 15 miles of the jobsite. Cranes will shut down work in the safest way possible either by terminating a lift in progress or by completing the lift and shutting down.

15 miles – All work on site will be suspended immediately. Employees are to seek shelter.

Work shall resume after 30 minutes of the last lightning strike within 15 miles of the project location.

Tornado

Personnel shall not use the jobsite trailers in the event of a tornado warning.
If a tornado warning is issued by the National Weather Service, the site will be immediately evacuated.

Safety Inspections

Weekly safety inspections are required to be performed using the iAuditor tablet application by the foreman and other lead persons. The Construction Manager is required to complete the weekly supervisor's safety walk utilizing the iAuditor application and template. These shall be submitted to the regional safety manager each week and kept on file at the project safety office.

Any unsafe conditions or acts must be reported immediately to the Construction Manager. If an unsafe condition exists that cannot be immediately corrected, the area must be taped off as needed to prevent injury or property damage. Unsafe conditions or acts must be corrected before work may resume.

Emergency Response and First Aid

First Aid and Work Related Occupational Incidents not requiring immediate medical attention shall be referred to one of the following:

Provider	Address	Phone #
Express Care of Mississippi	**609 N. Davis Ave Suite 105 Cleveland Ms. 38732**	**662-579-3958**

For Emergency Situations requiring immediate medical attention:

Baylor Scott & White Medical Center – Lakeway
100 Medical Pkwy,
Lakeway, TX 78738

Additional Emergency Contact Information:

Travis County Sheriff's Office Non-Emergency Number
Dispatch (512) 854-9770

Travis County EMS Med Stat EMS **(512) 972-7200**

City of Austin Police Department Non-Emergency Number
Dispatch **(512) 974-5000**

Texas Game Wardens Non-Emergency Number
(512) 389-4848.

Texas Department of Public Safety Non-Emergency Number
Dispatch (512) 424-2000

In the event of an emergency or an accident the following shall be contacted:

1. Emergency Personnel (if required)

2. The E Light Electric Services Construction Manager
3. Signal Energy Personnel
4. Director of Education and Loss Prevention (Ted Smith) for case management
5. The E Light Electric Services Project Manager

Emergency Response Personnel shall be the local ambulance service and the local County Fire Department. First Aid kits are located in the E Light Electric Services vehicles.

Emergency Contacts

Project Manager: Mike Haselhorst

Construction Manager: TBD

Director of Education and Loss Prevention: Ted Smith

Project Safety Manager: TBD

Local Occupational Medical providers:

Longbow Solar Project

Provider	Address	Phone #
Baylor Scott & White Medical Center – Lakeway	**100 Medical Pkwy, Lakeway, TX 78738**	**(512) 654-5000**

*The employee has the choice of which occupational clinic he or she would like to use in the event of an injury. Further clinic options are available and can be found on the iAuditor template: Accidents: DOCTORS LIST FOR MEDICAL CARE.

Local Hospital: Baylor Scott & White Medical Center – Lakeway
100 Medical Pkwy,
Lakeway, TX 78738

Dial: 911 for Emergency Response

Ted Smith must be notified before going to a work compensation clinic for treatment. Contact Ted Smith at any time of day BEFORE going to a clinic for a work related injury or illness.

Directions to local Medical Center (For Emergency Situations)

TBD

PHYSICAL DEMANDS ANALYSIS

Do you have any allergies?

Yes_____ No _____ if yes, please explain.

_____

_____

Do you have a fear of heights?

Yes_____ No_____ If yes, please explain.

_____

_____

Have you ever been diagnosed with a respiratory illness? Yes _____No_____

If yes, please explain:

_____

_____

Have you ever been diagnosed with Alpha-1 Antitrypsin Deficiency?

Yes _____ No_____

Are you color blind?

Yes_____ No_____

Are you currently taking any medications that can cause impairment?

Yes_____ No_____ If yes, please explain.

_____

_____

Are you able to repetitively bend, squat or otherwise work on your knees for an extended period of time?

Yes_____ No_____ If no, please explain.

_____

_____

Are you able to lift at least 50 lbs. repetitively throughout the day?

Yes_____ No_____ If no, please explain

_____

_____

Are you able to work in adverse weather conditions including but not limited to, snow, rain, heat, wind etc.?

Yes_____ No_____ If no, please explain

_____

_____

Have you ever diagnosed with heat stress or cold weather injuries?

Yes _____ No _____

Are you able to move about safely on all terrains that could include obstacles and other obstructions throughout the work day?

Yes_____ No_____ If no, please explain

_____

_____

Are you able to work on your feet throughout the work day which could be 8 hours or longer?

Yes_____ No_____ If no, please explain

_____

_____

Have you ever been diagnosed with any hearing loss?

Yes_____ No_____

Do you have any reason, encumbrances or responsibilities that will limit your ability to work in areas other than the current project assignment? Yes ___ No: ____

If yes, please explain:
_____

_____

_____

I understand that I am required to notify Construction Manager or Superintendent in writing immediately if any of the conditions of my health change, my physical abilities, my life circumstances or any other factor change that may affect the above answers in any way. I am required to notify my direct supervisor of any circumstances which may preclude me from performing the duties and requirements of the offered position or that would cause me to suffer hardship based on the project location and/or task assignment.

Yes_____ No _____

_____

PRINTED NAME

_____ _____

SIGNATURE DATE

Emergency Response Request

If the first aid recommendations on do not reduce the employee's symptoms, their condition becomes worse, or the employee exhibits signs of sever heat exhaustion or heat stroke, use the following:

1. Immediately call **911** for assistance.

2. Give the address and, if needed, any special instructions on how to enter the work site. A map to the jobsite is attached.

Site Location: TBD

_____

Call Back Phone Number (The number you used to call)

Special Instructions on How to Reach the Victim:

Remember to send personnel to flag the ambulance down and guide them to the victim.

Hurricane Specific Safety Program

The following procedures and recommendations are to be posted on site and all personnel are to be briefed on these procedures, recommendations and plans during on site Orientation.

The following contains requirements and recommendations for possible evacuation and preparation for a hurricane. Please be sure to understand the procedures and preparations for the project and also utilize the recommendations and requirements to prepare you personnel items, corporate housing and personal homes for a hurricane.

It is imperative that everyone understands the first priority to ensure all our personnel are safe. The required preparations for evacuation will only be done if we have enough time to accomplish them safely.

Evacuation

Plan to Evacuate

Many kinds of emergencies can cause you to have to evacuate. In some cases, you may have a day or two to prepare while other situations might call for an immediate evacuation. Planning is vital to making sure that you can evacuate quickly and safely no matter what the circumstances.

Prepare the Project for Evacuation

E Light Documents and Files and Office Preparation for Emergency

- Be sure to scan all paperwork into an electronic format and save on the Construction drive in the project file. As soon as an emergency alert is issued take the following steps
  - Scan documents, wall hangings, status boards, etc and store them in the project files
  - Take pictures of the office trailers interior and exterior and store them in the project files
  - Store all hard documents in plastic tubs with lids and store them on desktops off the floors.
  - Unplug and store all electronic items such as printers, etc in the office trailers, elevated by desks or pallets so that they are at least 12 inches off the floor.
  - Place duct tape in an x pattern across all windows
  - Place all stored items on desks or pallets to get them off of the floor.
  - After securing the office trailer, tape the door with duct tape in an x pattern and be sure to lock the door.
  - DO NOT ALLOW ANY PERSONNEL TO USE THE OFFICE TRAILERS AS EMERGENCY SHELTERS.

Site Equipment and Materials Preparation for an Emergency

- Stored and stage materials are to be secured to prevent blowing of the material in high winds.
- Staged modules are to be secured as follows
  - Place a metal strapping band around the box in two locations on each pallet to ensure the panels remain in their shipped position if the packaging material is destroyed by the storm. Place the metal bands around the packaging material and through the pallet
  - Place ratcheting tie down straps in an X pattern over the modules and drive a metal rebar stake at each corner and secure the tie down straps to the rebar stakes. Be sure to drive the rebar stakes at a 45 degree angle for proper securement.
- All other stored material, other than structural material, is to be stored in connex or on pallets. If it is material that is to stored on pallets and not in a connex, secure the material to prevent blowing in high wind conditions.

Before an Evacuation- Personnel Preparation for Housing

- Identify several places you could go in an emergency. Prepare a list of Hotels and Motels in surrounding towns that can be used to book rooms. The project engineer will be responsible for maintaining this list and in the event of a full evacuation will coordinate with the Project Manager to book rooms for E Light personnel. Choose destinations in different directions so that you have options during an emergency.
- Be familiar with alternate routes and other means of transportation out of your area. Utilize the Evacuation Map and ensure that all personnel are familiar with the Evacuation routes.
- Always follow the instructions of local officials and remember that your evacuation route may be on foot depending on the type of disaster.
- Ensure that all personnel have developed family/household plan to stay in touch in case they become separated; have a meeting place and update it depending on the circumstance.
- Ensure all personnel have assembled supplies that are ready for evacuation. Have them prepare a “go-bag” they can carry when they evacuate on foot or public transportation and supplies for traveling longer distances if they have a car.
- The project engineer and project manager will coordinate to ensure all E Light personnel have transportation for an evacuation.
- Vehicles:

- Keep a full tank of gas if an evacuation seems likely. Keep a half tank of gas in it at all times in case of an unexpected need to evacuate. Gas stations may be closed during emergencies and unable to pump gas during power outages.
- Make sure they have a portable emergency kit in the car.

During an Evacuation

- All E Light personnel are required to download the FEMA app for a list of open shelters during an active disaster in the area.
- Listen to a battery-powered radio and follow local evacuation instructions.
- Take an emergency supply kit.
- Leave early enough to avoid being trapped by severe weather.
- If time allows:
  - Inform the Director of Education and Loss Prevention of you're the evacuation plans, where employees will be traveling to and the route they intend to take. Inform all personnel to check in with the Director of Education and Loss Prevention by Text once per hour until they arrive at their destination and to include their current location and status in the text.
  - Call or email their out-of-state contact in their family communications plan, and tell them where you are going.
  - Secure their homes by closing and locking doors and windows.
  - Unplug electrical equipment such as radios, televisions and small appliances. Leave freezers and refrigerators plugged in unless there is a risk of flooding. If there is damage to their home and they are instructed to do so, shut off water, gas and electricity before leaving.
  - Leave a note telling others when you left and where you are going.
  - Wear sturdy shoes and clothing that provides some protection such as long pants, long-sleeved shirts and a hat.
  - Check with neighbors who may need a ride.
- Follow recommended evacuation routes. Do not take shortcuts, they may be blocked.
- Be alert for road hazards such as washed-out roads or bridges and downed power lines. Do not drive into flooded areas.

After an Evacuation

If you evacuated for the storm, check with local officials both where you're staying and back home before you travel.

- Do not return to the project or area until Local officials have cleared return and you have received authorization to return from the Director of Education and Loss Prevention.
- When returning to disaster-affected areas, after significant events prepare for disruptions to daily activities and remember that returning before storm debris is cleared is dangerous.

- Inform the Director of Education and Loss Prevention of your return route and check in with the Director by text once per hour until you arrive. Let friends and family know before you leave and when you arrive.
- Charge devices and consider getting back-up batteries in case power-outages continue.
- Fill up your gas tank and consider downloading a fuel app to check for outages along your route.
- Bring supplies such as water and non-perishable food for the car ride.
- Avoid downed power or utility lines, they may be live with deadly voltage. Stay away and report them immediately to your power or utility company.
- Only use generators outside and away from your home and NEVER run a generator inside a home or garage or connect it to your home's electrical system.

Car Safety

Plan long trips carefully and listen to the radio or television for up-to-date weather forecasts and road conditions. In bad weather drive only if absolutely necessary.

Emergency Kit for the Car

In case you are stranded, keep an emergency supply kit in your car with these automobile extras:

- Jumper cables
- Flares or reflective triangle
- Ice scraper
- Car cell phone charger
- Blanket
- Map
- Cat litter or sand (for better tire traction)

Prepare Your Car for Emergencies

Have a mechanic check the following on your car before an emergency:

- Antifreeze levels
- Battery and ignition system
- Brakes
- Exhaust system
- Fuel and air filters
- Heater and defroster
- Lights and flashing hazard lights
- Oil
- Thermostat
- Windshield wiper equipment and washer fluid level

Car Safety Tips

- Keep your gas tank full in case of evacuation or power outages. A full tank will also keep the fuel line from freezing.
- Install good winter tires and make sure they have enough tread, or any chains or studs required in your local area.
- Do not drive through flooded areas. Six inches of water can cause a vehicle to lose control or possibly stall. A foot of water will float many cars.
- Be aware of areas where floodwaters have receded. Roads may have weakened and could collapse under the weight of a car.
- If a power line falls on your car you are at risk of electrical shock. Stay inside until a trained person removes the wire.
- If it becomes hard to control the car, pull over, stop the car and set the parking brake.
- If the emergency could affect the stability of the roadway avoid overpasses, bridges, power lines, signs and other hazards.

Water

Following a disaster clean drinking water may not be available. Your regular water source could be cut-off or compromised through contamination. Prepare yourself by building a supply of water that will meet your family's needs during an emergency.

Determining Water Needs

Store at least one gallon of water per person per day for several days, for drinking and sanitation. A normally active person needs about three quarters of a gallon of fluid daily, from water and other beverages. However, individual needs vary depending on age, health, physical condition, activity, diet and climate.

Take the following into account:

- Children, nursing mothers and sick people may need more water.
- A medical emergency might require additional water.
- If you live in a warm weather climate more water may be necessary. In very hot temperatures, water needs can double.

E Light requires enough bottled water storage on site to provide 2 bottles of water to every worker, every hour for three days. You also need to make sure you have adequate supplies of bottled water in the corporate housing in the event any of our personnel are trapped or isolated for a sustained period.

Water Tips

Image

- **Never ration drinking water unless ordered to do so by authorities.** Drink the amount you need today and try to find more for tomorrow. Minimize the amount of water your body needs by reducing activity and staying cool.
- **Drink water that you know is not contaminated first.** If necessary, suspicious water, such as cloudy water from regular faucets or water from streams or ponds, can be used after it has been treated. If water treatment is not possible put off drinking suspicious water as long as possible but do not become dehydrated.
- **Do not drink carbonated or caffeinated beverages instead of drinking water.** Caffeinated drinks and alcohol dehydrate the body which increases the need for drinking water.

Water Storage

Buy commercially bottled water and store it in the sealed original container in cool, dark place.

If you must prepare your own containers of water, purchase food-grade water storage containers. Before filling with chlorinated water, thoroughly clean the containers with dishwashing soap and sanitize the bottles by cleaning with a solution of one teaspoon of non-scented liquid household chlorine bleach to a quart of water. Water that has not been commercially bottled should be replaced every six months.

Water Treatment

If you have used all of your stored water and there are no other reliable clean water sources, it may become necessary to treat suspicious water. Treat all water of uncertain quality before using it for drinking, food washing or preparation, washing dishes, brushing teeth or making ice. In addition to having a bad odor and taste, contaminated water can contain microorganisms (germs) that cause diseases such as dysentery, cholera, typhoid and hepatitis.

There are many ways to treat water. Often the best solution is a combination of methods. Before treating, let any suspended particles settle to the bottom or strain them through coffee filters or layers of clean cloth.

Image

Boiling

Boiling is the safest method of treating water. In a large pot or kettle, bring water to a rolling boil for one full minute, keeping in mind that some water will evaporate. Let the water cool before drinking.

Boiled water will taste better if you put oxygen back into it by pouring the water back and forth between two clean containers. This also will improve the taste of stored water.

Chlorination

You can use household liquid bleach to kill microorganisms. Use only regular household liquid bleach that contains 5.25 to 6.0 percent sodium hypochlorite. Do not use scented bleaches, color safe bleaches or bleaches with added cleaners.

Add 1/8 teaspoon of bleach per gallon of water, stir and let stand for 30 minutes. The water should have a slight bleach odor. If it doesn't, then repeat the dosage and let stand another 15 minutes. If it still does not smell of chlorine, discard it and find another source of water.

Other chemicals, such as iodine or water treatment products sold in camping or surplus stores that do not contain 5.25 or 6.0 percent sodium hypochlorite as the only active ingredient are not recommended and should not be used.

Distillation

While boiling and chlorination will kill most microbes in water, distillation will remove microbes (germs) that resist these methods, as well as heavy metals, salts and most other chemicals. Distillation involves boiling water and then collection of only the vapor that condenses. The condensed vapor will not include salt or most other impurities.

To distill, fill a pot halfway with water. Tie a cup to the handle on the pot's lid so that the cup will hang right-side-up when the lid is upside-down (make sure the cup is not dangling into the water) and boil the water for 20 minutes. The water that drips from the lid into the cup is distilled.

Methods	Kills Microbes	Removes other contaminants (heavy metals, salts, and most other chemicals)
Boiling	Yes	No
Chlorination	Yes	No
Distillation	Yes	Yes

Last Updated: 02/22/2021

Food

Following a disaster there may be power outages that could last for several days. Stock canned foods, dry mixes and other staples that do not require refrigeration, cooking, water or special preparation. Be sure to include a manual can opener and eating utensils.

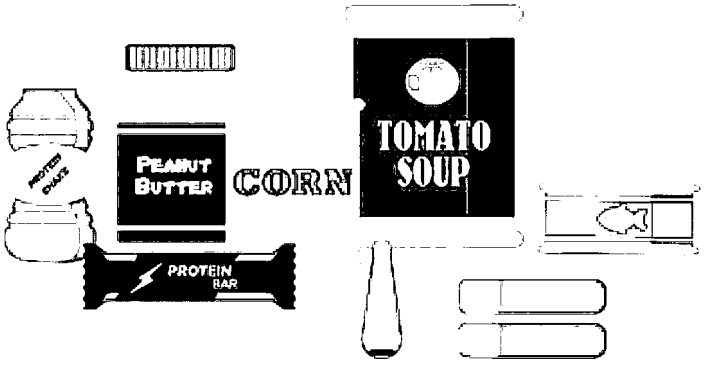
Suggested Emergency Food Supplies

Consider the following things when putting together your emergency food supplies:

- Store at least a several-day supply of non-perishable food.
- Choose foods your family will eat.
- Remember any special dietary needs.

We suggest the following items when selecting emergency food supplies. You may already have many of these on hand. Download the Recommended Supplies List (PDF).

Image



- Ready-to-eat canned meats, fruits, vegetables and a can opener
- Protein or fruit bars
- Dry cereal or granola
- Peanut butter
- Dried fruit
- Canned juices
- Non-perishable pasteurized milk
- High-energy foods
- Food for infants
- Comfort/stress foods

Food Safety and Sanitation

Without electricity or a cold source food stored in refrigerators and freezers can become unsafe. Bacteria in food grow rapidly at temperatures between 40 and 140 degrees Fahrenheit and if these foods are consumed you can become very sick. Thawed food usually can be eaten if it is still "refrigerator cold." It can be re-frozen if it still contains ice crystals. Remember "When in doubt, throw it out."

Do:

- Keep food in covered containers.
- Keep cooking and eating utensils clean.
- Throw away any food that has come into contact with contaminated flood water.
- Throw away any food that has been at room temperature for two hours or more.
- Throw away any food that has an unusual odor, color or texture.
- Use ready-to-feed formula. If you must mix infant formula use bottled water or boiled water as a last resort.

Don't:

- Eat foods from cans that are swollen, dented or corroded, even though the product may look safe to eat.
- Eat any food that looks or smells abnormal, even if the can looks normal.
- Let garbage accumulate inside, both for fire and sanitation reasons.

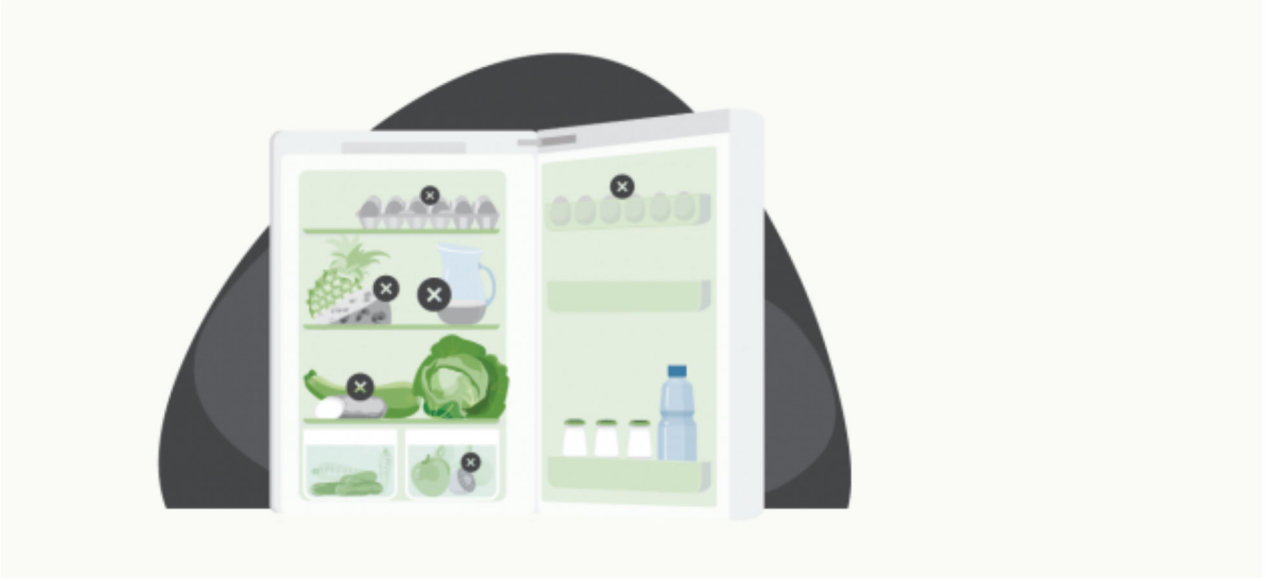
Cooking

Alternative cooking sources can be used in times of emergency including candle warmers, chafing dishes, fondue pots or a fireplace. Charcoal grills and camp stoves are for outdoor use only. Commercially canned food may be eaten out of the can without warming.

To heat food in a can:

1. Remove the label.
2. Thoroughly wash and disinfect the can. (Use a diluted solution of one part bleach to 10 parts water.)
3. Open the can before heating.

Managing Food without Power



- Keep the refrigerator and freezer doors closed as much as possible.
- The refrigerator will keep food cold for about four hours if it is unopened.
- Refrigerated or frozen foods should be kept at 40 degrees Fahrenheit or below for proper food storage.
- Use a refrigerator thermometer to check temperature.
- Refrigerated food should be safe as long as the power was out for no more than four hours.
- Discard any perishable food such as meat, poultry, fish, eggs or leftovers that have been above 40 degrees Fahrenheit for two hours or more.

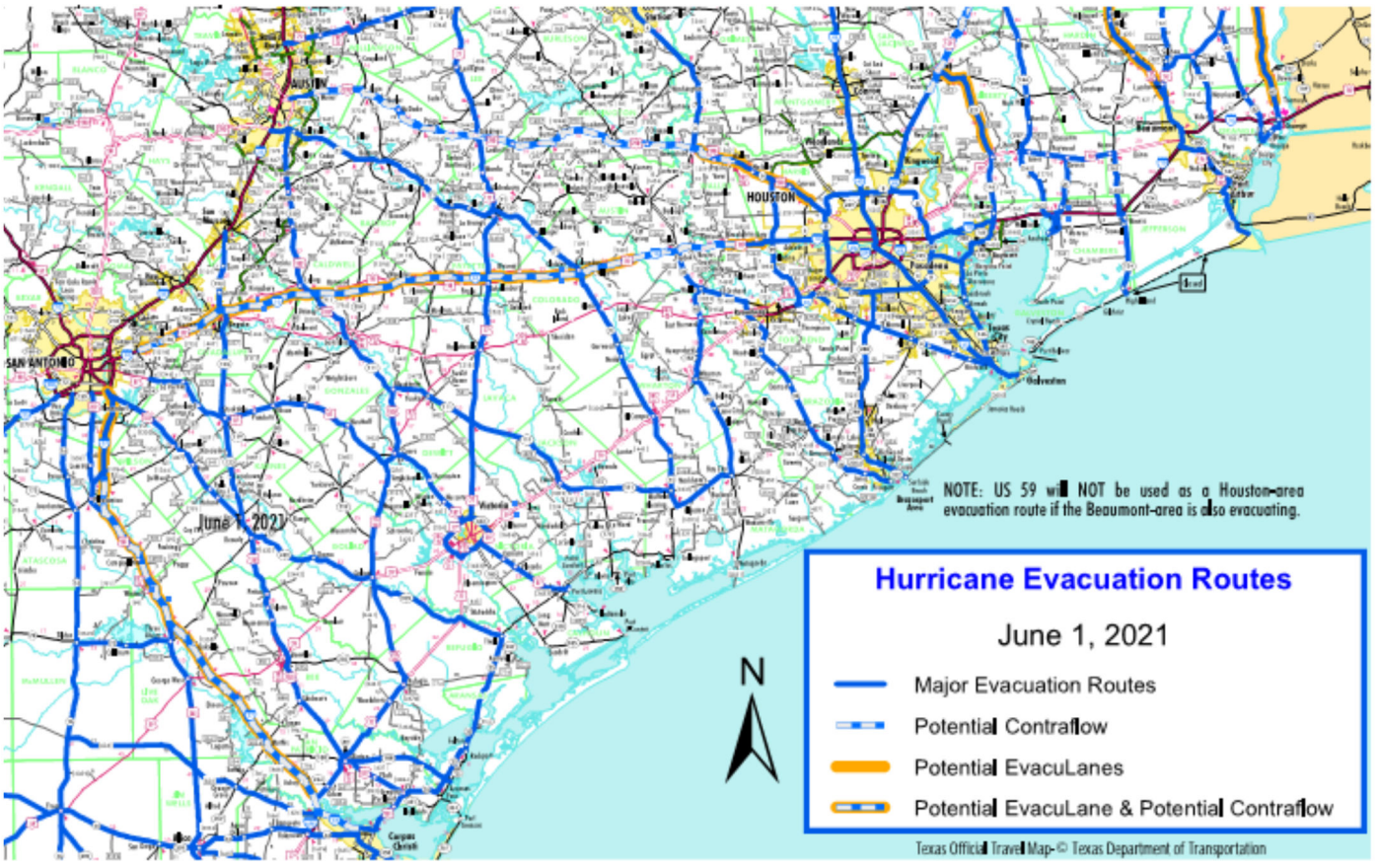
Using Dry Ice:

- Know where you can get dry ice prior to a power outage.
- Twenty-five pounds of dry ice will keep a 10 cubic foot freezer below freezing for three to four days.
- If you use dry ice to keep your food cold, make sure it does not come in direct contact with the food.
- Use care when handling dry ice. Wear dry, heavy gloves to avoid injury.

For more information about food safety during an emergency visit FoodSafety.gov.

Last Updated: 05/19/2021

HURRICANE EVACUATION MAP


HOUSTON
SAN ANTONIO
June 1, 2021
NOTE: US 59 will NOT be used as a Houston-area evacuation route if the Beaumont-area is also evacuating.
Hurricane Evacuation Routes
June 1, 2021
Major Evacuation Routes
Potential Contraflow
Potential EvacuLanes
Potential EvacuLane & Potential Contraflow
N
Texas Official Travel Map-© Texas Department of Transportation

E Light Electric Services, Inc.

High Heat Illness Prevention Plan

Heat Illness Prevention regulations, the six parts; Scope and Application, Definitions, Provisions of Water, Access to Shade, High Heat Procedures and Training are included/addressed in this plan. The following plan is in effect for the Project when the ambient temperature reaches 80 degrees in accordance with California Code of Regulations, Title 8 Section 3395 "Heat Illness Prevention."

Scope and Application

These procedures provide steps applicable to most outdoor work settings and are essential to reducing the incidence of heat related illnesses. In working environments with a higher risk for heat illness (e.g., during a heat wave, hot summer months exceeding 80 degrees Fahrenheit, or other severe working or environmental conditions), it is E Light Electric Services, Inc. duty to exercise greater caution and ensure these procedures are implemented, including additional protective measures beyond what is listed in this document, as needed to protect employees affected by high heat conditions.

Definitions

"Acclimatization" means temporary adaptation of the body to work in the heat that occurs gradually when a person is exposed to it. Acclimatization peaks in most people within four to fourteen days of regular work for at least two hours per day in the heat.

"Heat Illness" means a serious medical condition resulting from the body's inability to cope with a particular heat load, and includes heat cramps, heat exhaustion, heat syncope and heat stroke.

"Environmental risk factors for heat illness" means working conditions that create the possibility that heat illness could occur, including air temperature, relative humidity, radiant heat from the sun and other sources, conductive heat sources such as the ground, air movement, workload severity and duration, protective clothing and personal protective equipment worn by employees.

"Personal risk factors for heat illness" means factors such as an individual's age, degree of acclimatization, health, water consumption, alcohol consumption, caffeine consumption, and use of prescription medications that affect the body's water retention or other physiological responses to heat.

"Shade" means blockage of direct sunlight. One indicator that blockage is sufficient is when objects do not cast a shadow in the area of blocked sunlight. Shade is not adequate when heat in the area of shade defeats the purpose of shade, which is to allow the body to cool. For example, a car sitting in the sun does not provide acceptable shade to a person inside it, unless the car is running with air conditioning. Shade may be provided by any natural or artificial means that does not expose employees to unsafe or unhealthy conditions.

"Temperature" means the dry bulb temperature in degrees Fahrenheit obtainable by using a thermometer to measure the outdoor temperature in an area where there is no shade. While the temperature measurement must be taken in an area with full sunlight, the bulb or sensor of the thermometer should be

shielded while taking the measurement, e.g., with the hand or some other object, from direct contact by sunlight.

"Provision of water". Employees shall have access to potable drinking water meeting the requirements including but not limited to the requirement that water is to be fresh, pure, suitably cool, and provided to employees free of charge. The water shall be located as close as practicable to the areas where employees are working. Where drinking water is not plumbed or otherwise continuously supplied, it shall be provided in sufficient quantity at the beginning of the work shift to provide one quart per employee per hour for drinking for the entire shift. Employers may begin the shift with smaller quantities of water if they have effective procedures for replenishment during the shift as needed to allow employees to drink one quart or more per hour.

Provisions of Water (Water Distribution Plan)

Bottled water is provided on site to employee's working for E Light Electric Services, Inc. Sub-Contractor's on site working for E-Light Electric Services, Inc. are required to provide a written Heat Illness and Water Distribution Plan, as well as the required potable water and ice for their personnel on site daily.

In temperatures starting at 80 degrees, shade structures shall be provided on site so that any employee can take a cool off break, sit down and consume water with a place to sit in a posture as to allow the body temp to cool down. In temps forecasted of 95 degrees or higher, the site is under a high heat condition, and all personnel shall consume one bottle of water with a packet of electrolyte added to the bottle of water, under observation of their supervisor during a.m. stretch and flex in addition to the following:

- All personnel shall consume approx. 1 cup (One half bottle of water) every 15 minutes.
- Employees shall keep track of the number of bottles of water they consumed during the work shift and shall note the number on the front of their Pre-task card.
- Supervisors shall initial the number of bottles of water consumed on the back of each person's Pre-task card and if the number is inadequate they shall counsel the person to consume the appropriate amount of water and shall note this on the back of the Pre-task card.
- Any person that is challenged shall take note of the number of bottles of water consumed thus far in the day at that time and if the number is inadequate they shall counsel the employee to consume the correct amount of water and shall note the time and counseling on the back of the Pre-task card. The person making a note does not need to be a supervisor.
- The supervisor or designee shall monitor water consumption for all personnel on site, to make sure reasonable effort is being made to keep hydrated, but at the same time **not** over hydrating themselves which could cause further problems.

The site shall have enough water to supply each person on site a minimum of 2 (two) 16-ounce bottles of water per hour, per person. Water shall be made available throughout the workday to all employees. Water shall be made available to the employees so that no employee shall be required to travel more than 50 meters to obtain fresh water.

Water and ice will be stored in ice chests each day. Water shall be stored under shade.

Access to Shade

Shade is required to be present when the temperature exceeds 80 degrees Fahrenheit. When the outdoor temperature in the work area exceeds 80 degrees Fahrenheit, E Light Electric Services, Inc. shall have and maintain one or more areas with shade at all times while employees are present that are either open to the air or provided with ventilation or cooling. The amount of shade present shall be at least enough to

accommodate the number of employees on meal, recovery, or rest periods, so that they can sit in a normal posture fully in the shade without having to be in physical contact with each other. The shade shall be located as close as practicable to the areas where employees are working.

Shade is required to be available when the outdoor temperature exceeds 80 degrees Fahrenheit. When the outdoor temperature in the work area exceeds 80 degrees Fahrenheit E Light Electric Services, Inc. shall either provide shade per subsection (d)(1) or provide timely access to shade upon an employee's request.

Employees shall be allowed and encouraged to take a preventative cool-down rest in the shade when they feel the need to do so to protect them from overheating. Such access to shade shall be permitted at all times. An employee who takes a preventative cool-down rest:

A. Shall be monitored and asked if he or she is experiencing symptoms of heat illness.

B. Shall be encouraged to remain in the shade.

C. Shall not be ordered back to work until any sign or symptom of heat illness have been abated, but in no event less than 5 minutes in addition to the time needed to access the shade.

If an employee exhibits signs or reports symptoms of heat illness while taking a preventative cool-down rest or during a preventative cool-down rest period E Light Electric Services Inc. will provide appropriate first aid or emergency response. Exception: Where E Light Electric Services Inc. can demonstrate that it is infeasible or unsafe to have a shade structure, or otherwise to have shade present on a continuous basis, E Light Electric Services, Inc. may utilize alternative procedures for providing access to shade if the alternative procedures provide equivalent protection.

Shade will be provided several different ways:

Pop up umbrellas- Foreman are responsible for ensuring pop up umbrellas are utilized by the crew and that they are maintained while set up.

Any vehicle/equipment with air conditioning may also be used for shade/cool down breaks.

Shade is not adequate whenever the heat is so high that it defeats the purpose of being in the shade. In example of this would be in a vehicle sitting in the sun with no air conditioning running.

Supervision shall not deny any employee who requests a break in a shaded area the ability to take this break.

High Heat Procedures

E Light Electric Services Inc. shall implement high-heat procedures when the temperature equals or exceeds 80 degrees Fahrenheit. These procedures shall include the following to the extent practicable:

The Supervisor or designee shall monitor the weather forecast daily.

Supervision

Pre-shift Meetings (Stretch and Flex)

After the morning Stretch and Flex the workforce shall be given the following information:

- A brief discussion covering the high heat program.
- The right to ask for a preventative cool down period and a reminder to drink water at the recommended levels.

Supervisors shall:

- Monitor work activities closely and shall initiate additional breaks as needed based on temperature and the type of work being completed.
- All employees shall receive a short briefing concerning heat related topics at the start of each shift by their supervisor and shall include these hazards on their Pre-task card and Job Hazard Analysis.
- Supervision shall ensure the use of the "buddy system", not being allowed to work alone in temperatures exceeding 95 degrees or higher.

Acclimatization/New Hires

This plan shall be made available at all times to any employee who requests to review it. Any questions or concerns shall be reviewed with the regional safety manager, or designee, and if need be the Director of Safety, Ted Smith.

Supervision shall interview employees for acclimatization to the location. At 80 degrees, all new employees reporting to the site shall be considered un-acclimated, unless the employee:

- Must have lived 30 days or greater in the same heat stress environment.
- Of those 30 days must have physically worked 10 or more of those 30 days with physical activity.
- The worker must have worked for four hours per day of these 10 days.

All new personnel reporting to the site shall be observed for the following:

- Previous heat stress illness
- General physical condition
- Ability to perform the task assigned

Any person that displays poor physical condition, or unfit for high heat environment duty conditions shall be observed throughout the day for signs of heat related illnesses. The supervisor they are assigned to shall be alerted that they may be more susceptible to heat related injuries and will need closer observation throughout the day.

All new personnel reporting to the site that does not meet the above criteria shall be issued a RED hard hat sticker for the first 14 days on site. After the completion of the 14 day period they shall be issued another appropriate colored hard hat sticker. All personnel wearing a RED hard hat sticker shall be subject to the following:

- They shall be assigned to work directly with one person that has completed the E Light High Heat Conditions Training Program.
- They shall be closely monitored and observed by site supervision.

Alternate High Heat Work Schedule

When temperatures remain at and exceed 95 degrees Fahrenheit, the alternate high heat work schedule will be in effect:

The project will go to an 8 hour shift five days a week Monday thru Friday: (proposed work schedule. subject to change based on project needs)

06:00 am	Morning stretch and Flex
08:30-08:45 am	break in shade
11:00-11:35 am	Lunch in shade
12:30-12:40 pm	break in shade
2:00-2:15 pm	pick up
2:15-2:30 pm	leave the site

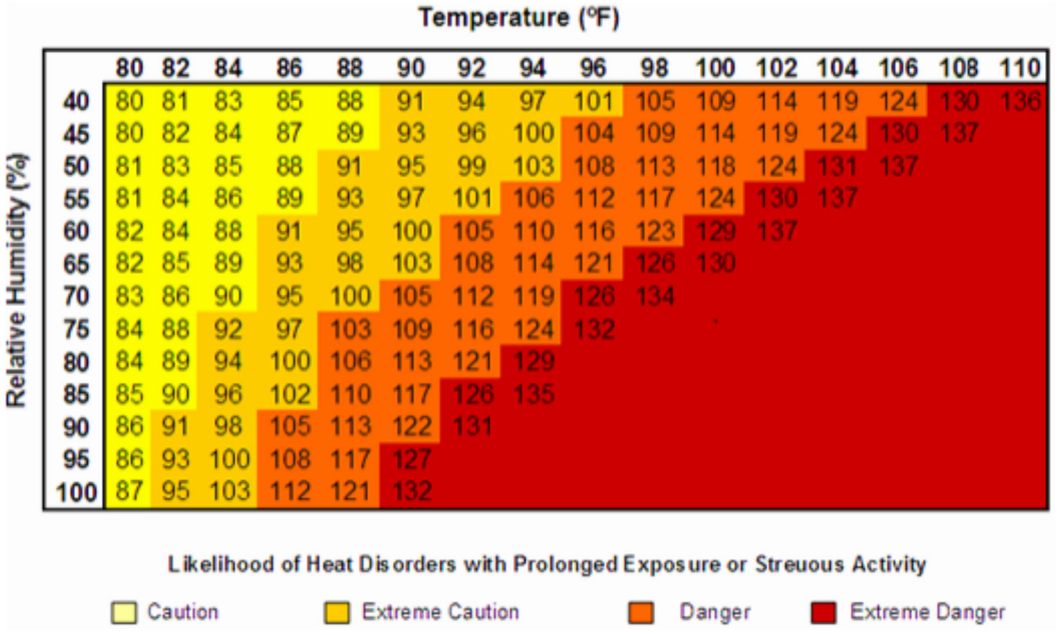
Heat Index Temperature Procedure:

When the Heat Index Temperature reaches 103 degrees the Director of Safety and Loss Prevention will be called immediately and will be notified of the current temperature. The temperature will be monitored with a heat index meter or the OSHA heat index application and logged every 15 minutes. These heat index temperature readings will also be sent to the Regional Safety Manager, site Project Manager, and to The Director of Safety and Loss Prevention, Ted Smith, via text message. The Director of Safety and Loss Prevention will be notified immediately if the temperature rises 2 degrees or more. The Director of Safety and Loss Prevention will consult during this time with the onsite management personnel and will make a determination on a case by case basis concerning shutting down, adding breaks, or continuing with the current schedule.

If the heat index reaches 115 degrees, The Director of Safety and Loss Prevention shall make a determination after consulting with the site management team if the work should be suspended until conditions are at a lower risk level, or if work will be suspended for the remainder of the day.

Heat Index	Risk Level	Protective Measures
Less than 91°F	Lower (Caution)	Basic heat safety and planning
91°F to 103°F	Moderate	Implement precautions and heighten awareness
103°F to 115°F	High	Additional precautions to protect workers
Greater than 115°F	Very High to Extreme	Triggers even more aggressive protective measures

Appendix A



Temperature Monitoring

On days when the weather forecast is consistently above 95 Fahrenheit, the supervisor or designee will monitor the heat index with the Kestrel heat stress meter or by using the OSHA heat stress application on their smart phone. Temperature will be checked on an hourly basis and recorded in the attached table or on the iAuditor program template.

Attire

All personal shall be encouraged to dress in light colors, and use long sleeved cotton shirts and sun screen as a precaution while working in the field. This is encouraged only, and not a requirement.

Signs and Symptoms of Heat Stress

CONDITIONS	SYMPTOMS	INITIAL FIRST AID
Heat Stroke (medical emergency)	A life-threatening emergency that occurs when the body temperature regulating mechanisms fail during excessive heat. Skin is hot, usually dry red or spotted. Victim is confused, delirious or maybe unconscious.	**Call 911 immediately.** Attempt to cool the body. Apply cooling vest. Soak clothing in water and vigorously fan the body.
Heat Exhaustion	A mild form of shock caused by the loss of body fluids and minerals. Skin is clammy and moist. Victim is pale and experiencing fatigue, extreme weakness, nausea or headache.	Get victim to a cool place and provide liquids for them to drink.
Heat Cramps	A cramping condition brought on by loss of body fluids and minerals due to profuse perspiration.	Get victim to a cool place and give them plenty of liquids. Provide electrolyte replacement drink if possible.
Heat Rash	Rash appears in areas that are persistently wet with un-evaporated sweat and where clothing is restrictive.	Get worker to a cool place. Wash and dry skin in affected areas.
(Fainting) Heat Syncope	Worker stands still in one place too long. Blood pools in the legs so less blood goes to the brain. Prevention: MOVE AROUND.	**Call 911 immediately.** Attempt to cool the body. Apply cooling vest. Soak clothing in water and vigorously fan the body.

Training Requirements

All personnel will complete the High Heat Stress Conditions Training and will consist of a power point module and an overview of this document, emphasizing emergency response protocol, the HIPP Sign In Sheet (Appendix A) shall be utilized documenting each employee has received the required training. The training consists of the following topics:

a. The environmental and personal risk factors for heat illness.

b. E Light Electric Services Inc., procedures for complying with the requirements of this standard and includes E Light Electric Services, Inc. responsibility to provide water, shade, cool-down rests, and access to first aid and employees rights to exercise their rights under this procedure without retaliation.

c. The importance of frequent consumption of small quantities of water, up to 4 cups per hour, when the work environment is extremely hot.

d. The importance of acclimatization.

e. The different types of heat illness and the common signs and symptoms of heat illness and appropriate first aid and/or emergency response and that heat illness may progress quickly from mild symptoms and signs to a serious life-threatening illness.

f. The importance to employees of immediately reporting to E Light, directly or through the employee's supervisor, symptoms or signs of heat illness in themselves, or in co-workers.

g. The E Light Electric Services, Inc. procedure for responding to symptoms of possible heat illness, including how emergency medical services will be provided should they become necessary.

h. The E Light Electric Services, Inc. procedure for contacting emergency medical services, and if necessary, for transporting employees to a point where they can be reached by an emergency medical service provider.

i. The employer's procedures for ensuring that, in the event of an emergency, clear and precise direction to the work site can and will be provided as needed to emergency responders.

This HIPP, Including the emergency response plan for heat related illness, shall be posted in a conspicuous location (cool down shelters, construction office, bulletin boards) etc. for employees' review.

Responding to a possible heat illness emergency

When an employee has been impacted with a heat related illness, E Light Electric Services, Inc. employees will follow this process:

The Site Safety manager or his designee shall be the designated person to call 911 in case emergency medical services are required.

1. When an employee displays possible signs or symptoms of heat illness a trained first aid worker, supervisor, or safety personnel will check the employee and determine whether resting in the shade or available cooling shelter or truck with air conditioning running, applying the dunk vest and drinking cool water will suffice or if emergency service provider is required. Under no circumstances will the sick worker be left alone in the shade or cooling shelter.

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, the designated person will call emergency service provider using the Emergency Response Request Form.

3. The designated person will call emergency service provider immediately if an employee displays signs or symptoms of severe heat illness, does not look OK, or does not get better after drinking cool water, resting in shade or cooling shelter and dunk vest applied. While the ambulance is

in route, safety personnel will cool the worker by placing him or her in the cooling shelter, removing excess layers of clothing, placing the cooling vest on and fanning the victim.

4. If an employee is displaying signs and symptoms of severe heat illness and the worksite is located more than 20 minutes away from a hospital, the designated person will call emergency service providers immediately, communicate the signs and symptoms of the victim and request an air ambulance.

Procedure for contacting emergency medical services

1. Prior to assigning a crew to a particular worksite, the designated person(s) will ensure that a qualified, appropriately trained and appropriately equipped person will be available at the site to render first aid if necessary. (Site safety personnel)

2. Prior to the start of the shift, the supervisor will determine if a language barrier is present at the site and take steps (such as assigning the responsibility to call emergency medical services to the foreman or an English speaking worker) to ensure emergency medical services can be immediately called in the event of an emergency.

3. All foreman and supervisors will carry cell phones, handheld radio or other means of communication to ensure that emergency medical services can be called. Prior to each shift, each foreman will check to make sure that the cell phone or other means of communication is functional at the worksite.

4. At the jobsite, the designated person will designate an employee or employees to physically go to the nearest road or highway and/or an entrance to the jobsite where emergency responders can see them and guide them to the victim location.

Providing **clear and precise directions** to the jobsite can and will be provided as needed to emergency medical responders in the event of an emergency by utilizing the Emergency Response Request Form. This form must be filled out by the designated employee when requesting assistance.

All employees will be issued a hard hat sticker indicating the project address, employee name, emergency contact number and room to write important medical information for emergency response personnel.

Recommended Equipment/Gear (quantities are estimates and will be updated when exact manpower is determined).

Type	Quantity Required	Quantity On Hand	Order date	Arrival date
Water	TBD	TBD	TBD	TBD
Ice	TBD	TBD	TBD	TBD
Cool Down Shelters	TBD	TBD	TBD	TBD
Dunk vests	TBD	TBD	TBD	TBD
Coolers for dunk vests	TBD	TBD	TBD	TBD
Sunscreen Lotion	TBD	TBD	TBD	TBD
Cooling Vests	TBD	TBD	TBD	TBD
Cooling Pumps	TBD	TBD	TBD	TBD
Umbrellas	TBD	TBD	TBD	TBD
Pop ups	TBD	TBD	TBD	TBD
Break shelters (picnic tables)	TBD	TBD	TBD	TBD
Dew Rags	TBD	TBD	TBD	TBD
Squincher's	TBD	TBD	TBD	TBD

Appendix A

BRIDGELINK ELAWAN/PITTS-DUDIK SOLAR SITE
SECURITY PLAN

The goal of Bridgelink Corporate Security is to protect its employees, resources, and data from threats by using innovative security solutions augmented by experienced SMEs. Corporate security will ensure effective security protocols are in place to detect and prevent physical harm to people, property, and assets as well as avoid damage to infrastructure and loss of proprietary information. While operating as a full EPC, our security responsibility extends to our subcontractors and vendors who share the construction sites daily.

Prior to each project, Bridgelink conducts a thorough and comprehensive security risk assessment based on the following criteria:

- Location - an assessment is conducted based on geographic access and restrictions, such as roads, waterways, natural barriers, population, and proximity to law enforcement response resources.
- Crime Statistics - Bridgelink collects current criminal intelligence statistics from certified databases, and from federal, state, and local law enforcement agencies.
- Acreage/MW - Bridgelink assesses it security posture based on the total amount of encompassing land mass plus megawattage for each project.

Other considerations for a security assessment:

- Partner with Bridgelink HS&E Staff to provide training to all site employees in the following: work-place violence/active shooter, crisis/emergency management; and bomb threat calls.
- Signage - Bridgelink will post signs prohibiting trespassing, firearms, drugs, alcohol, construction warnings, and sites are monitored by CCTV.
- On an as-needed basis, Bridgelink will deploy a K-9 patrol to deter the possession and use of illegal narcotics.

- Cost - Bridgelink strives to provide a safe, secure, and cost-effective environment by using professional security vendors who provide guard services, CCTV on-site and remote monitoring, fencing, lighting, and physical constraints.

SITE SECURITY RULES

Anyone working at the Jobsite will be subject to discharge and/or prosecution on criminal charges if he/she:

- Violates any state or federal law on the Jobsite.
- Fights, creates a disturbance, or engages in any negligent act which could result in injury or death.
- Conspires or participates in placing a threat of any type to disrupt any work effort.
- Destroys or attempts to destroy any property belonging to the project or any Jobsite contractor, his employees, or any visitors.
- Intentionally engages in conduct constituting a substantial step towards the commission of any criminal offenses.
- Possesses firearms or other deadly weapons on his person or within a vehicle under his control on the Jobsite.
- Abuses, defaces, or destroys any item of Jobsite property, or orders such acts, without specific authorization.
- Enters without authorization into an area which is not his assigned work area.
- Commits any act which constitutes moral misconduct.
- Physically and/or verbally assaults or molests any Security Officer, supervisor, or fellow employee on or off the Jobsite.
- Drives any vehicle in a manner which may result in injury to anyone on the Jobsite.

Possible consequences for prohibited acts include a variety of options ranging from Safety Security Violation Citation to arrest and criminal prosecution.

The following are specifically prohibited at the Jobsite:

- Firearms or other deadly weapons.
- Explosives or fireworks.
- Alcoholic beverages.
- Narcotics or non-prescribed drugs.
- Pets.
- Any unauthorized vending device including soft drinks, snacks, or other foodstuff.
- Unauthorized sale of food, tickets, beverages, or other merchandise.
- Any open fires including barrels and fire rings. Posting of unauthorized signs.

GLOBAL SECURITY CORPORATION
BRIDGELINK ELAWAN/PITTS-DUDIK SOLAR SITE POST ORDERS

General Post Orders

Global Security Corporation (Vendor) security officers will adhere to these general post orders while on duty. These general orders will apply to most issues and situations encountered during day-to-day operations. However, Global Security managers and supervisors may add additional procedures or guidelines specific to their area of operation once authorized. If a security officer is not sure of the best manner of handling a situation, they are to contact their immediate manager or supervisor.

General Post Duties

Officers are required to monitor, and patrol assigned security site. Officers will ensure client property, buildings, vehicles, and other equipment are locked/secured as identified by the client agreement. The client may require officers to log employees in and out as necessary. The GSC Gate Activity Log (see attachment 1) form will be utilized unless required otherwise by the client.

Officers will arrive to the assigned post on time, well rested, alert, and ready for work. Officers will be attired in the appropriate uniform which will be clean and neat. The wearing of a Safety Vest, issued by Global, is required in all guard and roving officer positions.

Officers will receive a briefing from the officer he/she is relieving or client representative and be cognizant of the overall security status of the facility/site and made aware of any individuals working in or around the immediate area or unusual activity which may need to be monitored.

Officers will fill out the GSC Daily Activity/Incident Report (see attachment 2) of what security activities were conducted and provide incident reports for unusual occurrences. If possible, officers will take photographs to document such incidents or occurrences which can be attached to the report. All incidents and suspicious behavior should be reported to a GSC manager, Bridgelink Project Manager/Site Manager, and/or law enforcement immediately if (non-emergency) criminal activity is detected.

Officers will document equipment failures (locks, securement devices, lighting, cameras, etc.) or hazards to security supervisors or client managers, to assure these failures or hazards are mitigated.

Officers need to adhere to all client safety rules or policies. Some locations may have speed limit restrictions or safety procedure standards, (i.e., prohibited entry areas, hard hat requirements, etc.)

Patrol

- Vehicular and foot patrols of the yard and buildings should be made at a minimum of once an hour at varying times.

Evacuation Procedures

In the event the facility requires evacuation to safeguard lives:

- Notify the facility supervisor and assist him/her with instructing employees, contractors, visitors to proceed calmly to the identified muster point.
- Utilize a gate log, if available, to account for all individuals within the facility.
- Take any additional action to ensure the safeguarding of lives.
- Notify the GSC security manager or supervisor of the evacuation.
- Close and secure all gates before evacuating the facility.

Specific Site/Client Procedures

Procedures specific to Bridgelink – Pitts-Dudik in Hubbard, TX

- GSC Officers will always dress in the standard GSC uniform (5.11 or Cargo pants-solid color, blue or black preferred, GSC Polo, Steel toed boots)
- GSC Officers shall position themselves in a strategic position to observe and detect suspicious activity with the intent to prevent criminal trespassing, burglary of vehicles, burglary of buildings, and theft of property.
- GSC Officers to a gate shall acknowledge each vehicle entering and exiting the site. A simple wave of the hand shows that GSC Officers are paying attention to their surroundings and are providing a safer work environment for all Bridgelink Employees, Contractors, and Vendors.
- GSC Officers will work as a team to ensure we are providing quality service to the client.
- GSC Officers will be cordial and respectful to each other.
- GSC Officers will not share, gossip, or communicate Global Security's business or proprietary information to the client, vendors, or third-party contractors.
- GSC Officers will be professional and courteous to all visitors, employees, contractors, and vendors at Bridgelink.
- GSC Officers are expected to keep their guard shacks clean (floors swept, counters wiped off, papers filed in the appropriate place and trash emptied) each day.
- GSC Roving Officer will use the scanning phone to clock in and clock out each day you are on shift. In addition, all scanning phones will be used to scan all gates being entered and exited on your traveled route.
- GSC Roving Officer will follow the three highlighted routes on the map provided, completing at minimum three full patrols during their shift.
- GSC Roving Officers will complete a Daily Roving Log each day they are on shift.

- GSC Roving Officers are expected to keep the roving vehicle clean, emptying the interior trash each day they are on shift.
- GSC Roving Officers are expected to keep the roving Bridgelink supplied vehicle clean and fueled.
- GSC Officers will follow proper Chain of Command when addressing concerns, complaints, or issues.
- GSC Officers will contact their manager if they are going to be absent or late.

Bathroom Breaks

- GSC Officers will close and secure the gate every time they take a restroom break unless the Roving Officer is present to cover their gate.

Emergency Contacts

Local Emergency - 911
Hubbard Police Department - (254) 576-3068
501 SW Davis St. Hubbard, TX 76648
Hill County Sheriff's Office - (254) 582-5313
406 Hall St. Hillsboro, TX 76645
Texas Department of Public Safety - (817) 202-2650
600 W. Kilpatrick St. Cleburne, TX 76033

When calling 911 for police, fire, or emergency medical services, remain calm and professional. Identify yourself, give the location and the nature of the emergency and provide as much detail as you can regarding the situation (e.g., fire, injury/illness, people at facility/site, hazards etc.). Tell the 911 operator where someone will meet first responders and maintain contact with operator until emergency responders arrive or operator advises you to hang up.

GSC Contact Information

Manager – Kurt Ashpole (571) 316-3158

Director of Operations – Clint Eads (405) 605-9789

Pitts-Dudik Security and Guard Schedule

Guards per day: Two x 7 days a week

Shifts per day: Two x 12 hours

Vehicle: One (1) provided by Bridgelink

CCTV: Four (4) cameras, one (1) NVR

Attachment 1 (Example)

Global Security - Daily Log

Page_____ of _____

Supervisor

Name	Date	Time In	Time out	Time In	Time out	Remarks (if applicable) / Additional Remarks

Attachment 2 (Example)

Bridgelink

SECURITY INCIDENT INTAKE FORM

This form is used to capture the details of a security (non-safety) incident with anexus to all Bridgelink Companies, their employees, and vendors.

Reporting Official Information

Name:_____ Phone:

Title:_____ Email:

Incident Details

Location:_____ Date:

Affected Employees:

_____

Affected Assets:

_____

Estimated Loss Amount:

_____

Summary of Incident (please include all known details):

Signature of Reporting Official:

*Click "Submit" and add your supervisor's email address for the final signature.

Signature of Reporting Official's Supervisor:

Name of Site Project Manager:

SUBMIT