

RAMS/RPG - SAFETY POLICY

Effective Date: January 1, 2013

From the effective date forward, the following Safety Policy shall apply to all **RAMS/RPG** employees:

1 – Upon completion of the hiring process, all field personnel shall be issued a copy of the **WorkSafe** manual and the manual is to be thoroughly reviewed prior to entering upon a work site. All employees shall follow safe work practices: as spelled out within the manual, as imparted through periodic tool box meetings held during morning breaks, as gathered from OSHA or other safety training and as common sense would dictate.

2 – Prior to being given an assignment for work, the branch shall issue each employee PPE as follows:

- A hard hat bearing the **RAMS/RPG** logo:
 - o Only this hat may be worn on site; the logo may not be covered or altered
 - o This hat must be worn, in the intended fashion, at all times while on site
 - o No alterations may be made to this hat – this includes graffiti or other “art”
 - o Other than trades related decals, no stickers or decorations, except as issued by **RAMS/RPG** or a contractor (indicating indoctrination or training, etc.), may be applied to this hat
 - o Regular maintenance of this hat shall be conducted by the employee
 - o This hat shall be checked periodically to be certain that it is within its usable life
- Safety glasses: must be worn at all times while on any active construction site
- Tinted safety glasses: may be worn only while working outside buildings (excepting amber glasses that are for indoor/outdoor use)
- Hearing protection: to be used as needed
- Gloves: full-finger and half-finger Kevlar gloves with PVC dots are available, and one or the other must be worn at all times.

3 – Each newly hired employee shall be instructed in the use of the above items and agrees to follow the instructions as given. **Notify any **RAMS/RPG** branch office for replacement of any worn or unusable PPE.**

4 – Exceptions:

- Hard hats issued by certain contractors for use on specific sites shall be acceptable **on those sites only** and must be turned in to that contractor or to **RAMS/RPG** at the end of the job
- Certain trades may require specialty hard hats that accommodate lights, shields or other guards
- The employee may submit his/her own hard hat **to the RAMS Safety Director** for approval for use
- An employee may use a different glove only if a contractor requires the use of a specific glove other than those issued at the time of hire.

5 – An appropriate dress code shall be followed at all times as follows:

- Long pants of durable material, belted or otherwise held at the waist
- Shirts of durable material with sleeves. Shirts bearing any construction company logo other than that of **RAMS/RPG** or the supervising contractor may not be worn. No offensive or controversial material may be exhibited.
- Work shoes/boots that meet OSHA standards

6 – Personal Fall Arrest Systems: use of harness and/or other apparatus by employees of **RAMS/RPG** shall be in accordance with the standards of OSHA. The supervising contractor(s) may enforce safety standards that exceed OSHA requirements or may have safety policies established for each specific job site.

7 – Upon completion of the probationary period, or at such other time as is appropriate, **RAMS/RPG** shirts will be issued to the employee. After issue, **RAMS/RPG** shirts are to be worn while on the work site. The shirts may or may not be worn in lieu of reflective safety vests, at the pleasure of the Controlling Contractor. Shirts, once issued to the employee, shall be laundered and maintained by the employee; replacement, as necessary, will be made at the discretion of the **RAMS/RPG** office to which the employee is attached.

8 – Consequences for not following the policy as stated above:

- First violation: verbal or written warning
- Second violation: written warning or removal from the job
- Third violation: suspension or termination
- If the violation is determined by a supervisor or other qualified party to be willful or particularly hazardous to the employee himself/herself or to others, termination may occur as early as the first violation
- Termination for violation of safety standards shall make any individual ineligible for rehire at all **RAMS/RPG** locations

9 – **RAMS/RPG** will periodically make available OSHA-10 classes in various locations. For any individual that has never attended an OSHA class, it is recommended that such individual(s) seek OSHA-10 instruction at the earliest opportunity. For those individuals that have lost an OSHA-10 card or possess one that is two or more years old, a refresher course is recommended.

10 – Safety is the responsibility of every individual on the construction site. Any employee that observes an unsafe activity or condition is to report such to the RAMS branch office or to **RAMS'** Corporate office at: 800-577-1808.