



NATIONAL BOILER SERVICE, INC.

Site Specific Safety Action Plan

Revised 7/21/08

Company

OBJECTIVE

To implement National Boiler Service, Inc, and _____ procedures on the

Company

Outage

Equipment Name

Date:

DEFINITIONS

Contractor - National Boiler Service, Inc.

Competent Person - is a person who is capable of identifying existing and predictable hazards and has the authority to take prompt corrective action.

SITE SAFETY GOALS

1. ZERO RECORDABLE ACCIDENTS
2. ZERO LOST TIME ACCIDENTS
3. ALL INCIDENTS AND NEAR MISSES ARE DOCUMENTED
4. 100% COMPLIANCE WITH CLIENT POLICY
5. 100% COMPLIANCE WITH NBS POLICY
6. EACH FOREMAN / SUPERVISOR COMPLETES TSA
7. SAFETY PERSONNEL COMPLETES SUPERVISORS SAFETY PERFORMANCE APPRAISAL ON EACH SUPERVISOR AND FORWARDS TO SAUDLEY JONES AFTER PROJECT MANAGER / SUPERINTENDENT REVIEWS.

8. PROJECT MANAGER / SUPERINTENDENT SIGNS OFF ON DAILY SAFETY AUDIT AND ASSIGNS CORRECTIVE MEASURES.

9. PROJECT MANAGER / SUPERINTENDENT SIGNS OFF ON SITE SPECIFIC SAFETY ACTION PLAN WHEN DISTRIBUTED FROM THE NBS CORPORATE OFFICE.

All appraisals will be forwarded to Senior Management for comment and corrective actions.

ACCOUNTABILITY

Supervisor and managers will be accountable for safety activities, non-compliance, and accidents. Project Managers / Superintendents will utilize the NBS Supervisors Safety Performance Appraisal to document supervisor's performance and assign corrective measures up to and including termination. Management will utilize safety assessments and accident histories to evaluate manager.



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SITE SAFETY PROGRAM

All personnel shall be provided with the training and orientation necessary to enable them to perform work assignments in a safe manner.

The onsite Safety Personnel will provide assistance in the new employee Orientation. All

Project Safety Orientation shall include an NBS and _____

Company

The Project Emergency Procedures (Notifications, Signals, Exits Routes, Assembly Areas, etc.) shall be communicated to all personnel upon arrival.

All safety orientation and training conducted shall be documented and maintained in the Site Safety files. The file will be sent to the NBS Corporate Office upon job completion.

Permits

Copies of current Permits for NBS personnel performing or directing others to perform tasks involving hot work, confined space entry and line breaking permits shall be maintained in the site safety files.

Safety Procedures

Safety Policies are located in the NBS Safety Manual and the Employee Job Safety handbook. Employees must be given an Employee Safety Handbook upon assignment and they must sign the acknowledgment in the back of the book. The acknowledgment must be sent to the Corporate Office.

Hazard Analysis

Project Safety Meeting - NBS supervisor will hold a daily safety meeting or his/her designees with other Site Management to coordinate related activities and facilitate safety training.

Task Safety Assessment (TSA) - will be conducted by NBS Supervisor / Foreman prior to the start of each job task.

Customer Meeting - Safety concerns and related action plans shall be reviewed during these meetings.

All employees will comply with all NBS and Client Safety Policies and Procedures. The most stringent will prevail. Violation of NBS or Client Safety Policies and Procedures are subject to disciplinary action up to and including termination.



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Program Audits and Inspections

The Supervisor will conduct a documented weekly Safety inspection. In addition the Supervisor will designate an employee to conduct and document inspections.

Inspection / audits results will reported to the responsible supervisor for corrective actions. Corrective action will be verified and documented. Audits / Inspections and related actions will be documented and maintained on file at the site.

Accident Reports and Record Keeping

In Emergency Contact: _____

All incidents (e.g., injuries, property damage, spills and near misses) shall be reported to the Corporate Safety Director immediately with an immediate notification of incident faxed within 8 hours. A complete investigation report shall be sent to the Corporate office within 48 hours. Appropriate mill contacts shall be notified immediately.

Copies of incident reports should be provided to the Customer upon request.

Site HazCom Program

A HazCom program is located in the NBS Safety Manual.

Personnel shall be provided required training by NBS safety personnel.

Copies of the MSDS are maintained and located in the NBS tool room.

All Products must be listed on the _____ Approved Chemicals List.

Company _____

OSHA Administrative Requirements

At project mobilization:

Post the OSHA and/or Agreement State "Job Safety and Health" posters.

Emergency Response phone numbers **will be posted by all phones.**

Maintain site illness and injury records as required.

An OSHA 300 log for the site shall be maintained.

OSHA inspection or receipt of citation(s) shall be immediately reported to the Operations Manager, Corporate Safety Director, and the President.



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ADMINISTRATION

NBS Supervisors, Site Safety Representatives and the NBS Safety Manager or any NBS employee has the right to stop work or any activity that, in their opinion, may be exposing any personnel to a hazardous condition.

PROJECT SAFETY GUIDELINES

NBS will:

Provide Medical / First Aid

Arrange for a qualified medic/first aid to care for anyone who may be injured in connection with their work.

LOCATION _____

PHONE# _____

Fire Protection

Maintain proper fire extinguishers readily accessible for use in the work areas. Inspect fire extinguishers monthly and document. Replace and return used fire extinguisher promptly for re-charging.

Keep combustible and flammable material away from ignition sources.

Maintain clear access to/from fire apparatus, aisles, traffic lanes and exits. Know the location of fire exits.

Prohibit the re-fueling of equipment while it is running or hot.

Housekeeping

Maintain work areas and walkways clear of obstructions and the accumulation of tripping hazards and combustible debris.

Hot Work and Flame Permit

Use _____ Hot Work Permits.
Company

Confined Space Entry

Use _____ Confined Space Permits.
Company



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Personnel Projective Equipment (PPE)

All employees are required to wear approved safety glasses with side shields and hard hats throughout the project, except in the office areas. Wear an approved full body harness and lanyards (100% tie off) whenever there is an exposure to a hazardous condition such as working over moving machinery, walkways, scaffolding, etc., which are greater than 4 feet high and are not protected by a standard guardrail of equivalent. If in doubt, use a full body harness and lanyards attached to proper anchorage.

Hard Hats, Ear Plugs, Safety Glasses with Side Shields and Leather Safety Toe Work Boots are required.

Wear "Approved" Hearing Protection in all areas inside the plant. Office areas are an exception. When in doubt, hearing protection shall be used.

Respirators are required to be worn while welding at _____.

Company

Insure PFT and Fit Test are completed on all employees wearing respirators where their use is required.

Note: Employees must be trained in Safety Harness and Lanyard Use. A lanyard cannot be tied back into itself. Anchor points must be designed for use as an anchor point.

Appropriate Attire

Wear shirts with a minimum 4" sleeve, long pants and leather safety toe work boots while on site.

Signs, Signals and Barricades

Observe and adhere to all warning signs, signals and barricades. Post signs, signals or barricades necessary to advise personnel of hazardous conditions in NBS work areas.

In order to uniformly identify particular hazards on the project, a barrier tape identification system will be used. The identification system has been developed so that any person working on the site, regardless of employer, can recognize and avoid a hazard when properly marked.

The following barrier tape identification system shall be used:

Yellow Tape with black writing - "CAUTION". Observe hazard before crossing tape.

Red Tape with black writing - "DANGER". Do not cross unless authorized to do so.

Yellow Tape with Magenta writing - "RADIATION". Do Not Cross". (radiation hazard, x-ray, etc.)



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A tag must be hung on the tape indicating the hazard along with the name and contact number of person putting up the tape. The barrier tape shall be placed far enough back from the hazard to allow adequate warning and protection from the hazards. The barrier shall be so constructed to withstand adverse weather conditions and construction traffic. The barrier tape shall be maintained as long as the hazard is present.

Elevated Work Areas

Protect elevated floors, platform, walkways, roofs, etc., which are **four (4) feet** or greater, or whenever there is an exposure to a hazardous condition (i.e. working over machinery that is not protected by a standard guardrail or equivalent). Where such protection can't be provided, approved full body harness and lanyards attached to a proper anchorage point shall be used.

Scaffolding

Erect all scaffolding level, plumb, and on a firm base. Where required and space permits, all scaffolding platforms must be equipped with a standard 42" high guardrail rigidly secured, standard 21" high mid-rails, completely decked, and have rigidly secured toe boards on all sides.

All employees must receive scaffold user training prior to using scaffolding.

Provide a safe and convenient access to all working levels.

Have a Competent Person verify, prior to use, that the scaffold has been properly erected and a "COMPLETE" (Green), or "WARNING - INCOMPLETE" (Yellow), or "DANGER - DO NOT USE" (Red). Scaffold tags shall be attached at all points of access..

Prohibit alteration of scaffold via welding, burning, bending, etc.

Tagging and Lockout

Safeguard personnel while working on energizable equipment via de-energization, lockout/tag out. Employees must be orientated to the policy including training prior to working on the energized equipment.

Crane and Motorized Equipment

Permit only qualified operators to operate cranes and motorized equipment.

Operate cranes and motorized equipment within manufacturer's specifications and limitations.



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Crane and Motorized Equipment Inspections

Have a Competent Person inspect all cranes and motorized equipment at the beginning of each shift to ensure that all parts, equipment, and accessories that affect safe operations are properly operating. Ensure all defects are corrected before the vehicle is placed into service.

Crane Suspended Personnel Baskets

Crane Suspended Personnel Baskets shall only be used to access elevated work locations where the use of scaffold, JLG, ladders, etc. are more hazardous or not possible because of structure design or work site conditions.

Where a crane suspended personnel basket is used, safeguard personnel while in accordance with 29 CFR 1926.550(g). Employees using a crane suspended basket must meet the requirements of 29 CFR 1926.550(g).

Tool and Equipment Inspection

In addition to checking prior to use, inspect rigging equipment, ladders, electrical equipment, welding leads and hoses for defects each month and the current color code is:

Changed to date system

Quarter Color

Defective equipment is to be tagged "Caution - Do Not Use" and removed from service per site - specific procedures as required or discarded by a trained and competent electrical person.

Ground Fault Protection

Protect all temporary wiring (120V, single phase 15 & 20 amp receptacles, cords sets, plug connected tools & equipment) by using Ground Fault Circuit Interrupters (GFCI) as Assured Equipment Grounding Program.

Asbestos

NBS shall not disturb any asbestos or material potentially containing asbestos. If such material is encountered, immediately stop work and prohibit access to area and advise the

Project Representative.

Company

Hazardous Materials Management

Use, handle and store hazardous materials in a manner that will prevent harm to personnel and the environment. Only qualified and authorized employees are allowed to handle hazardous materials.



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Deposit any waste generated during the performance of work, to receptacles, as directed by the _____ Facility Representative.
Company

Spill Prevention

Provisions will be made to prevent the release of hazardous materials to the environment. These shall include the use of drip pans, oil absorbents and pigs. All hazardous material to be discarded will be appropriately contained. Oil transfers will be monitored to insure that all hose connections are in good repair and are not leaking. Pipe cutters and threaders will be provided with pans or sand boxes as necessary, to maintain housekeeping of chips and oil.

Demolition

Prior to the start of demolition operations, obtain an engineering survey of the structure (Performed by a Competent Person) to determine the condition of the framing, floors, wall and the possibility of unplanned collapse of any portion of the structure. Thereafter, all demolition work shall be performed in such a sequence and manner as established in accordance with the survey.

Site Restrictions

All employees are subject to being removed from the job site, if found violating any law, or otherwise engaging in conduct that is likely to cause personal injury, illness or property damage.

Subcontractors shall be solely responsible for discipline of their employees.

Responsibility

Site Management - Responsible for correcting all noted reported safety deficiencies and to administer and implement the Project Safety Plan.

Day Shift

Project Manager / Superintendent

Safety Representative

Night Shift

Project Manager / Superintendent

Safety Representative