



## General Safety Rules

Basin Electric Power Cooperative

ANTELOPE VALLEY STATION

Please review the following information, as each topic is reviewed please check the box signifying acknowledgement that this information was reviewed on the date indicated on the back page.

### **Introduction – Welcome**

- The safety and health of every employee is essential. Accidents, injuries or regulatory violations can have substantial impacts. The most significant of these impacts is our ability to enjoy life and earn a living in a safe and healthful work environment. An injury can also take away a person's ability to earn a living.
- Contractors must conduct their work in a safe & efficient manner consistent with standard regulations and accepted work practices consistent with contractor's policy.
- All contractors have a requirement to stop work immediately to correct any dangerous condition or at-risk work practice.
- All Contractors are empowered to take corrective action so that work may proceed in a safe manner.
- Smoking is **NOT PERMITTED** in indoor areas, Cooperative vehicles, Cooperative mobile equipment, or outdoors within 35 feet of flammable and/or combustible materials, i.e. propane tanks, propane filling area, gasoline, diesel, fuel oil tanks & pumps, hydrogen tank, and other sign posted areas. Smoking is only permitted outdoors.
- Smokers will dispose of cigarette/cigar butts in provided butt cans or other equivalent means.
- Failure to address safety items may result in a breach of contract.
- Contractors will solely supervise and direct the work of their employees. AVS management will only intervene if personal injury or equipment damage is imminent.

### **Security Guidelines – Parking/Vehicle Operating Rules**

- Loitering and group activity are not allowed in the parking lot.
- Contract employers who wish to drive their company vehicle on plant site must request vehicle permit, through their Contract Coordinator.
- The maximum speed limit is 15 mph on plant site. Vehicle speeds will be slower in work areas where conditions create additional congestion. Obey all traffic signs and rules. Riders are only permitted on pick-ups or flatbed trucks equipped with seats, sidewalls, and tailgates. **Seatbelts will be worn in all equipped vehicles.**
- Contractors must be made aware that vehicles, lunch boxes, and other personal property may be subject to inspections while on basin property.
- Fighting, gambling, firearms, unauthorized explosives, alcoholic beverages, and illegal drugs onsite are prohibited.
- Contractor and vendor employees are restricted to those areas specifically designated for their work assignments and break periods.

### **Emergency Procedures/Weather Responses - First Aid/Ambulance Response**

- For medical or other emergency conditions immediately notify the main control room by Radio blue button (Channel 1), Gai-Tronics or telephone at 8210. Give a detailed location (such as plant area, building, and area within the building). Describe the situation as well as possible and stay on the phone until you are released. Arrange for someone to direct responders to the scene of the emergency when they arrive in the area.
- The Plant General Alarm (Gai-Tronics "Warble" sound for emergency conditions or Gai-Tronics "Yelp" sound for severe weather conditions) will be sounded at the direction of supervision. Instructions will be communicated through the Gai-Tronics and radio systems.
- Personnel not directly involved in plant operations should follow instructions (evacuate to an approved assembly area or shelter in place) as communicated by supervision.
- In the event of a DGC gas or ammonia release, always move crosswind or upwind depending on your location relative to the area of the release. There are stack plumes and steam vents located on-site to help personnel determine the wind direction. The Plant General Alarm will be tested periodically.
- The Operations Shift Supervisor will place the plant on alert when threatened by severe weather. Personnel should know where the nearest designated tornado shelter (lower floor interior room, without exterior windows or doors) is located in their immediate area.
- If a tornado or severe weather is approaching the plant, supervision will direct the sounding of the Plant General Alarm for weather related emergencies (Gai-Tronics "Yelp" sound) and direct personnel to move to designated tornado shelter areas.
- When you hear the alarm and receive instructions, go immediately to a designated tornado shelter. After an emergency has passed, the Gai-Tronics and radio systems will be used to announce "All Clear".

### **Accident/Incident Reporting**

- Any contract employee involved in a significant near-miss, injury requiring physician care, property and/or equipment damage while on the jobsite will be required to provide immediate notification to the Contract Coordinator or AVS Safety Coordinator. Contractors will be required to perform an investigation and provide a formal report with effective solutions following any of the incidents listed above. Report must be provided within three days following incident.

## **PPE Requirements – While in Plant**

- While on the jobsite eye protection will be worn. Dark glasses are not permitted indoors, at night, and in other low-light areas.
- Employees who are required to wear prescription lens eye glasses will also be required to wear ANSI Z87.1-1989 approved safety glasses, which include safety frame, lenses and side shields. Employees that do not have ANSI Z87.1-1989 prescription glass will be required to wear OTG's or Goggles which meet the standard.
- Head protection is required when on the jobsite. All hard hats will meet ANSI Z89.1-1971 and ANSI 89.2-1986 standards. Do not alter or modify the shell or suspension system.
- Personnel must wear hearing protection where necessary and in all designated areas.
- Safety-toe footwear for employees shall meet the requirements and specifications in American National Standard for Men's Safety-Toe Footwear, Z41.1-1967. Tennis shoe and casual style safety footwear is not allowed. Exceptions may be made for delivery drivers and identified services, contact contract coordinator.
- Shirts with sleeves (4 inch minimum) and full-length pants shall be required. Shorts, sweat pants, tank tops or excessively torn clothing are not allowed. Exceptions may be made for delivery drivers and identified services, contact Contract Coordinator.
- When workers are on or near roadways with exposure to moving vehicles or equipment high-visibility clothing will be required. At a minimum, contractors performing work near roadways will be required to have Class II high-visibility clothing.
- Loose clothing, jewelry and long hair are dangerous when working around moving machinery or protruding parts. Precautions should be exercised during these conditions.

## **Barricades, Tagging, and Signs**

- Barricades are required around excavations, holes, openings in floor or roofs, roof edges, elevated platforms, around certain types of overhead work, whenever necessary to warn people against falling in, through, off, or to warn them away from other hazards.
- Red, "DANGER, Do Not Enter" tape is to be used for serious, immediately life threatening hazards only. These barriers may only be crossed or entered by those employees directly involved in correcting the problem within the hazard area and are knowledgeable of, and prepared to deal with the hazard.
- Yellow, "CAUTION" tape is to be used for less-serious hazards. Personnel may cross these barriers provided they are aware of the hazard and have taken action to protect themselves.
- All areas that are marked with yellow or red lines or curbing should have appropriate signs detailing the type of protective equipment, special procedures, or hazard that is present. Large areas may require several signs spaced at reasonable intervals.
- "Danger Do Not Operate" tags are used to identify equipment that has been tagged out of service, and rendered inoperable and in no way should these tags be tampered.
- Contractor must adhere to all established signs and postings.

## **General Plant Rules Conditions**

- Contractors whose work may subject them to hot work, confined space entry, clearance procedures (lockout/tagout), the use of fall protection, scaffolding, excavations, rigging or any other "hands-on" work will need to review the contractor's safety manual and all applicable procedures.
- Contractors bringing any chemicals onsite must retain or furnish Contract Coordinator with copies of MSDS's. Contractor will receive an MSDS's on they may come in contact with.
- All walkways, aisles, stairways, exits and work areas shall be kept clean and clear of slip and trip hazards.
- Portable electric tools will be in good working condition and protected with the use of a GFCI. GFCI's and tools will be inspected prior to use.
- Extension cords will be located out of the walkway and not exposed to sharp edges.
- Do not connect removable media (thumb/flash drives, etc.) or laptop computers to the control system without first talking with the appropriate BEPC staff.
- Use of any plant equipment must be approved by Contract Coordinator.
- Contractor will ensure they have all adequate training prior to commencing any work.

## **Acknowledgement of Receipt**

I acknowledge that I have been made aware of and understand Antelope Valley Station's General Safety Rules. By signing below, I agree that:

- I am responsible to comply with Antelope Valley Stations General Safety Rules.
- The Antelope Valley Station's General Safety Rules provides information to comply with federal and state rules and regulations, but is not all inclusive. Federal and state law may be subject to change at any time. I understand that although the rules are an important tool for both the Contract Coordinator and myself, it does not account for all regulations that may need to be addressed.
- I agree to comply with all Occupational Safety and Health Administration (OSHA) standards that apply for my scope of work and through the duration of my contract.

Name of Company: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Sign Name: \_\_\_\_\_