

## ***“For Safety’s Sake - Do Something”***

### **JOB SITE SAFETY PRACTICES ARE MANDATORY**



Recently, a worker lost his life on a job site, where SSOE is providing design services, when he was electrocuted while hooking up a welding machine.

Safety policies and procedures are not suggestions. It is mandatory to follow all safety procedures at all times - *no exceptions!*

#### **It is mandatory that:**

- ! Safe work practices are reaffirmed at every level, from pre-task planning, working throughout the day, and after work is completed.
- ! All tools (rigs, hand tools, electrical tools, welders, welding leads, extension cords, ladders, etc.) are to be inspected each day to ensure they are in proper working order. If they are suspect, take them out of service immediately and replace them.
- ! No employee will perform a task in which they are not trained. EVER.
- ! If normal work practices are modified or changed for any reason that could remotely put anyone in danger, speak up and inform company Safety professionals immediately before performing a potential unsafe work activity. Each person is empowered to report directly to a Safety professional at each site any potential unsafe work activity occurring around them by others.

#### **Electrical Safety on the Job**

- Inspect all electrical tools and equipment PRIOR to use.
- GFCIs are required on temporary electricity and wet locations.
- Never use anything that is damaged.
- Treat all electrical wires as if they were energized.
- Maintain a minimum of at least 10 feet from all overhead lines.
- Allow only Qualified Electricians to perform electrical work.
- Keep at least 3 feet from all electrical panels.
- Ensure all tools and wiring are properly grounded.
- Require the proper PPE for the work being performed.
- NEVER work on hot electrical equipment, always de-energize.
- Lockout and Tagout all sources of energy or work.
- Follow the NEC and other Electrical Safe Work Practices.
- Train others on basic electrical safety and hazard recognition.

**If you have any questions or concerns about safety on your job site, please contact your Safety supervisor or project manager as soon as possible.**

**If you need more information about your right to a safe and healthy work environment, please visit:**  
<https://www.osha.gov/workers/index.html>