

Supervisory Responsibilities

The immediate supervisor has the greatest opportunity to positively and significantly impact our safety effort and commitment. The immediate supervisor establishes the general attitude toward safety and is therefore held accountable for our overall safety performance.

The immediate supervisor will:

1. Set a proper safety example. Establish and maintain the highest safety standard.
2. Posses knowledge of governmental and other safety mandates.
3. Assure that subordinates, including subcontractors and their employees, understand and obey safety rules, regulations, policies and procedures. When justified, provide fair, consistent and suitable discipline and, when appropriate, provide positive reinforcement.
4. Have available and insure proper use and care of personal protective equipment.
5. Assure that personnel wear clothing that is appropriate for the task and atmospheric condition.
6. Conduct a safety orientation session with new and newly assigned personnel.
7. Be trained in first-aid, including Cardiopulmonary Resuscitation (CPR) and bloodborne pathogens exposure prevention protocol. Administer first-aid and/or Cardiopulmonary Resuscitation (CPR) as a "Good Samaritan" volunteer.
8. Insure that "line-workers" are proficient in pole top rescue procedures.
9. Have adequate first-aid supplies and fire suppression equipment available and properly stationed.
10. Assure that a work related incident, accident and/or injury is properly and promptly reported and documented. Provide verbal and later, as soon after an incident/accident/injury occurrence as possible and in a written format, a comprehensive report to the Electric City business office.
11. Insure that daily job site housekeeping activities are performed.
12. Identify and quickly eliminate job hazards, by following the "job hazard analysis" procedures, by responding to safety concerns, expressed by subordinates, and by addressing safety deficiencies, when discovery during a weekly job site safety inspection.
13. Insure that a Safety Data Sheet (SDS) file is available. Provide training to personnel concerning hazardous substances that might be encountered during normal work activities or during an emergency condition.
14. Assure that all tools and equipment are in a safe condition and that subordinates are properly qualified, trained and certified to safely and appropriately operate tools and equipment.
15. Review accident trends and investigate "near misses" to determine if additional preventative measure are warranted.
16. At weekly time-intervals, schedule, conduct and document a job site safety meeting.
17. At weekly time-intervals, conducted and document a job site safety inspection.

18. Conduct and document each crew safety training session.
19. Prepare safety planning documents (fall protection work plan, demolition plan, job hazard analysis, etc.) and provide training, to relevant personnel, concerning these documents.
20. Have emergency telephone numbers available and conspicuously displayed.
21. Appropriately display employment/safety posters.
22. Provide sufficient work zone illumination.
23. Provide adequate work area ventilation.
24. Provide an adequate supply of drinking water.
25. Provide suitable sanitation facilities.
26. Provide job site security and protection/warning for the general public.
27. Encourage employees' participation in the company's safety program.