



Workplace safety

Safety Rules

The personal safety and health of each employee is of primary importance. The prevention of occupational-induced injuries and illnesses is of such consequence it will be given precedence over operating productivity whenever necessary. Management will provide all mechanical and physical facilities required for personal safety and health in keeping with the highest standards.

Our safety and health program includes:

- Providing mechanical and physical safeguards to the maximum extent possible.
- Conducting a program of safety and health inspections to identify and eliminate unsafe working conditions or practices, to control health hazards and to comply fully with the safety and health standards for every job.
- Training all employees in good safety and health practices.
- Providing necessary personal protective equipment with instructions for its use and care.
- Developing and enforcing safety and health rules and requiring you to cooperate with these rules as a condition of your employment.
- Investigating every accident promptly and thoroughly to find cause and take corrective action to prohibit reoccurrence.

Front Range Roofing LLC recognizes the responsibility for safety and health is shared.

Information on safety and health related issues in the workplace is disseminated through regular internal communication channels such as supervisor-employee meetings and training sessions, bulletin board postings, memorandums and other written communications.

General safety guidelines have been established to promote a healthy and safe work environment. Failure to comply with all guidelines may result in discipline, up to and including termination. These rules include, but are not limited to the following:

- If you are not sure how to perform a job, STOP AND CHECK WITH YOUR SUPERVISOR. This is for your safety and the safety of your co-workers.
- Do not start or operate any equipment without proper authority and safety instructions. Never operate a piece of equipment when guards or other safety devices are not in place.
- Do not attempt to repair or tamper with equipment which not working properly. Report the condition to your supervisor immediately.
- Wear all required safety equipment.
- Practice good housekeeping at all times. This means clean tools, dry floors and neat work areas.
- Use the correct lifting method at all times. Lift with your legs, not your back. If a load is too heavy or awkward, ask for assistance.

Front Range Roofing Co.

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- All electrical power tools and cords must have an operational third wire positive ground. Electrical tools and cords without positive grounding should not be used. Double insulated tools must be marked.
- Do not use flammable liquids, toxic materials, chemicals or acids unless authorized and instructed in the proper procedures.
- All employees who drive or are passengers must wear their seat belts while on company business. Obey all safety and warning signs at all times.
- Wear and utilize all approved and required safety equipment and clothing, where required by law.

You are responsible for the review of safety materials and compliance with the safety policy established for your work location. If you have any questions, contact your immediate supervisor.

All employees must perform their duties in a manner which ensures safety for themselves, their co-workers and Front Range Roofing LLC . Each employee must practice safety awareness by thinking defensively, anticipating unsafe situations and reporting unsafe conditions immediately.

CALL 9-1-1 IN THE EVENT OF AN EMERGENCY

KNOW WHERE EXIT DOORS AND FIRE EXTINGUISHERS ARE LOCATED

A violation of a safety precaution is an unsafe act. A violation may lead to disciplinary action, up to and, including termination.