

Steeltech Reinforcing Inc.

Injury and Illness Prevention Program



Policy Statement

The Occupational Safety and Health Act of 1970 and the California Health and Safety Code clearly state the goal of safe and healthy working conditions. The Safety and health of our employees continues to be a major consideration in operating this business.

Safety and health in our business must be part of every operation. Without question, it is everyone's responsibility at all levels.

It is the intent of Steeltech Reinforcing Inc. to comply with the laws. To do this, we must constantly be aware of conditions in all work areas that can produce injuries. No employee is required to work at a job he/she knows is not safe. Your cooperation in detecting hazards and, in turn, controlling them, is **a condition of your employment**. Inform your supervisor immediately of any situation beyond your ability or authority to correct.

The personal safety and health of each employee of this company is of primary importance. Prevention of occupationally induced injuries and illness is of such consequence that it will be given precedence over operating productivity whenever necessary. To the greatest degree possible, management will provide all mechanical and physical activities required for personal safety and health in keeping with the highest standards. Employees are required to wear, clean and maintain all safety and protective equipment issued or provided to them. Failure to wear or use personal protective equipment is grounds for dismissal.

We will maintain a safety and health program conforming to the best practices of organizations in the Steeltech Reinforcing Inc.. To be successful, such a program must embody a proper attitude toward injury and illness prevention on the part of supervisors and employees. It also requires cooperation in all safety and health matters, not only between supervisor and employee, but also between each employee and his/her co-workers. Only through such a cooperative effort can a safety program in the best interest of all be established and preserved.

Our objective is a safety and health program that will reduce the number of injuries and illness to an absolute minimum, not merely in keeping with, but surpassing, the best experience in Steeltech Reinforcing Inc.. Our goal is zero accidents and injuries.

Our safety and health program will include:

Providing mechanical and physical safeguards to the maximum extent possible.

Conducting safety and health inspections to find, eliminate or control safety and health hazards as well as unsafe working conditions and practices, 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 and instructions for use and care.

Developing and enforcing safety and health rules, and requiring that employees cooperate with these rules as a condition of employment.

Investigating, promptly and thoroughly, every accident to find out what caused it and correct the problem so it won't happen again.

Setting up a system of recognition and awards for outstanding safety service or performance.

Responsibility

We recognize that the responsibility for safety and health are shared:

The employer accepts responsibility for leadership of the safety and health program, for its effectiveness and improvement, and for providing the safeguards required ensuring safe conditions.

Supervisors are responsible for developing proper attitudes toward safety and health in themselves and in those they supervise, and for ensuring that all operations are performed with the utmost regard for the safety and health of all personnel involved, including themselves.

Employees are responsible for wholehearted, genuine operation of all aspects of the safety and health program. (This is to include compliance with all rules and regulations, and for continuously practicing safety while performing their duties.) Unsafe behavior is not acceptable. ***Practicing these safety and health principles is a condition of your employment.***



Injury and Illness Prevention Program

The Injury and Illness Prevention Program herein has been adopted and implemented in compliance with California Labor Code Section 6401.7 (SB 198) and General Industry Safety Order Section 3203. The person responsible for implementing the program is:

Tom Galbraith

PART 1: RESPONSIBLE PERSON

The person named herein shall have authority and responsibility for implementation of the program including general direction of employee and supervisor training programs and communications; monitoring and enforcement of employee compliance; evaluation and investigation of accidents and hazards; and conducting and/or monitoring scheduled and periodic inspections. Certain corresponding duties herein may be conducted by other members of management, employees or vendors at the direction and under the supervision of the responsible person that is named above.

PART 2: SYSTEM FOR ENSURING EMPLOYEE COMPLIANCE

At the time of initial employment and at other periodic intervals, employees are notified through the employer's safety handbook, safety lessons and other written communications, verbally, and by various other methods that compliance with established and/or common sense safe and healthy work practices, whether written or unwritten, is a mandatory condition of employment. Employees who fail to adhere to job safety standards are subject to disciplinary action, including, but not limited to, verbal reprimands, written warnings, suspension, and discharge. Any action or set of actions may be accelerated, adjusted, skipped, modified, repeated, or intensified at the sole discretion of management. Furthermore, no single disciplinary action shall set a precedent for any other disciplinary action relating to a safety or health violation that may be perceived to be of a like or similar nature. Nothing herein, however, shall alter the right of the employee or employer to terminate employment at any time with or without cause or notice.

From time to time, employees may be recognized for their compliance with safety and health standards and/or continuation of work without injury or incident by means of special notice or award. Compliance with safety and health standards will be considered when evaluating an employee's performance.

PART 3: SYSTEM FOR COMMUNICATING WITH EMPLOYEES

At the time of initial employment and at other intervals, employees are notified verbally, through the employer's safety handbook, safety lessons and other written communications, mobile internet access, and by various other methods of applicable safe work practices and working conditions, and that all employees have the right and obligation to report any work-related injury or unsafe condition or hazard without fear of reprisal or threat of job security. Such information may be submitted using a standard form or otherwise in writing (signed or anonymous), or verbally to the employee's supervisor, or special mailing address, or to any other member of management. Our primary concern is to find the unsafe or unhealthy condition and correct the problem.

PART 4: SYSTEM FOR IDENTIFYING/EVALUATING HAZARDS

Potential workplace hazards can be identified and evaluated through a review of information provided by state and federal occupational safety and health agencies. Information on potential hazards can also be obtained from the manufacturers of the materials used in operations of the employer and analysis of the steps involved in the work process. The Hazard Communication Standard requires that the chemical manufacturer, distributor or importer provide Safety Data Sheets (SDS) for each hazardous chemical to communicate information on these hazards. Regularly scheduled and periodic inspections of the workplace will be performed no less than once quarterly for the review of accidents, injuries, and illnesses which have, or may occur in the workplace. Inspections are conducted whenever new substances, processes, procedures, or equipment are introduced that represent an occupational hazard; whenever the employer is made aware of a new or previously unrecognized hazard, and at other frequencies determined by the level of hazard associated with the site or process. Records of inspections, including the date of inspection, identification of the area or process inspected, person conducting the inspection, findings of the inspection, rating of the hazards, and required actions are retained for a minimum period of three years.

PART 5: INJURY/ILLNESS INVESTIGATION PROCEDURES

Occupational injuries and illnesses are documented on a comprehensive report of accidents and are investigated by management to determine what tools, equipment, job site or building condition, etc. may have caused or contributed to the incident; what action of the affected employee caused or contributed to the injury or illness; and what action has been taken or will be taken to prevent recurrence. In cases where corrective action is required, specific persons are assigned the responsibility of so doing and follow up is made to assure that appropriate action has been completed.

PART 6: SYSTEM FOR CORRECTING UNSAFE WORK CONDITIONS

At such time that unsafe or unhealthy conditions, work practices, or work procedures are discovered, employees are removed from the area if applicable because of the level of hazard and appropriate immediate actions are directed by management to correct the hazard and mitigate the potential damage to person or property. Procedures include documented investigation of the cause and/or source of the hazard, identification of corrective actions needed, assignment of persons responsible for the completion of specific remedial actions, and follow up for compliance. Training and/or retraining of affected employees are provided as applicable when an imminent hazard exists and cannot be immediately abated without endangering employee(s) and/or property.

PART 7: TRAINING AND INSTRUCTION PROCEDURES

At the time of initial employment; when employees, supervisors or managers are given new job assignments for which training has not previously been given; when new substances, processes, procedures, or equipment are introduced that represent a new hazard or potential hazard; when the employer is made aware of a new or previously unrecognized hazard; and at other intervals no less than every ten business days designated by management, employees, supervisors and managers are trained in applicable safe and healthy work practices in groups or individually through distribution and review of the employer's safety handbook and its supplements; through other written communications, safety lessons, posters, booklets, films, computer programs etc.; and by various other methods as applicable to provide instruction in a form readily understood by the affected employee, supervisor, manager or group of employees. Records of training, including date of training, type of training, and training providers are retained in the office at 1024 E Arlee Pl. Anaheim, CA 92805 for a minimum period of three years.

PART 8: RECORDKEEPING

Records of scheduled and periodic inspections including the person(s) conducting the inspection, the workplace hazards (i.e., unsafe conditions and work practices that have been identified) and the action(s) taken to correct the identified unsafe conditions and work practices, are recorded on the Hazard Assessment Checklist and the Identified Hazards and Correction Record and the Investigation/Corrective Action Report. These records are maintained for at least three years.

Documentation of safety and health training for each worker, including the worker's name or other identifier, training dates, type(s) of training, and training providers are recorded on the Worker Training and Instruction Record. This documentation is maintained for at least three years.

APPROVAL

This Injury and Illness Prevention Program is hereby approved:

<i>Name</i>	<i>Title</i>
<i>Signature</i>	<i>Date</i>

Acknowledgment of understanding and acceptance of the authority and responsibility of the herein named person responsible for implementing this program:

<i>Name</i> <i>Tom Galbraith</i>	<i>Title</i>
<i>Signature</i>	<i>Date</i>