

Section 39 Brieser Construction SH&E Manual

July 9

2015

The purpose of this procedure is to promoting a heightened level of safety awareness. The Statement of Best Practices of General Training and Familiarization for Brieser Construction activities on our sites identifies the roles and responsibilities of all parties for general training and familiarization and provides best practices and guidelines for their implementation.

**Best
Practice
Guidelines**

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I. BRIESER CONSTRUCTION BEST PRACTICE GUIDELINES

Brieser Construction Company Best Practices Section is provided with one goal in mind: to prevent accidents and injuries at our job-sites.

This goal will be accomplished by helping Brieser employees to identify hazards that are specific to our line of work (and a particular Civil Construction) and raise awareness of these hazards and the risks associated with them.

Furthermore, these Best Practice Guidelines (included and future additions) will assist our employee's, regardless of the size or complexity of their operations, to create guidelines and safe work practices for their own operations that will contribute to safe work environments.

It is not the intent of Brieser Construction or of this Best Practices to create mandatory policy or procedures that binds our employee's to a certain way of doing things. The "Best Practice" material is provided primarily as a guide.

Definition of "Best Practice":

We define a "Best Practice" as a process or method that can be applied throughout the construction industry that will assist Brieser Construction Company in reducing the frequency of incidents and near misses.

This Procedures contains the following Best Practices:

Say Hi Say Bye

360° Walk Around

II. SAY HI SAY BYE

The purpose of the "Say Hi Say Bye" Best Practice is to improve the safety of Brieser personnel and equipment when vehicles are required to move, and the use of a spotter is beneficial. The goal is to prevent accidents and injuries that could occur due to blind spots, and undetected movement of personnel and equipment. This will be achieved by improved communication between the driver and the spotter. Use of this document will encourage a standard set of directional signals and rules of conduct

The signals included are not meant to be all encompassing but provide the minimum basic signals for the driver and spotter. Other signals needed in particularly difficult areas must be discussed and agreed upon in advance by the driver and the spotter.

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General Rules for Drivers and Spotters

1. Never be in a rush when backing or parking!
2. Do not start to back or park when unsure of the area.
3. Do not put the vehicle into reverse gear until it has come to a complete stop.
4. When it is dark outside use the side and rear spotlights when backing to light the area.
5. If the vehicle has a backup alarm that can be disengaged, it should always be in the on position before backing the vehicle.

Spotter

Spotters are a proven method of protecting employees on foot behind vehicles with an obstructed view, but spotters themselves can be at risk for injury or even death. Brieser employers must implement the following actions to help keep our spotters safe:

- **Say Hi Say Bye best practice.-Pass out Brieser wallet card to driver and review.**
- Ensure that spotters and drivers agree on hand signal procedures before backing up.
- Check gate before & after loading and create safe zone around truck for spotting duties
- Instruct spotters to always maintain visual contact with the driver while the vehicle is backing.
- Instruct drivers to stop backing immediately if they lose sight of the spotter.
- Do not give spotters additional duties while they are acting as spotters.
- Instruct spotters not to use personal mobile phones, personal headphones, or other items which could pose a distraction during spotting activities.
- Provide spotters with high-visibility clothing, especially during night operations.
- Under circumstances where no Brieser employee are available to assist, the driver shall park the vehicle, get out, and make a complete (360 degree) survey of the space around all four sides of the vehicle to determine if any obstructions are present before proceeding to back the vehicle.
- Spotters are never permitted to ride the bumpers or running boards while the vehicle is in motion. The spotter should be in a visible safe zone positioning him/herself ten (10) to fifteen (15) feet at the left rear of the vehicle

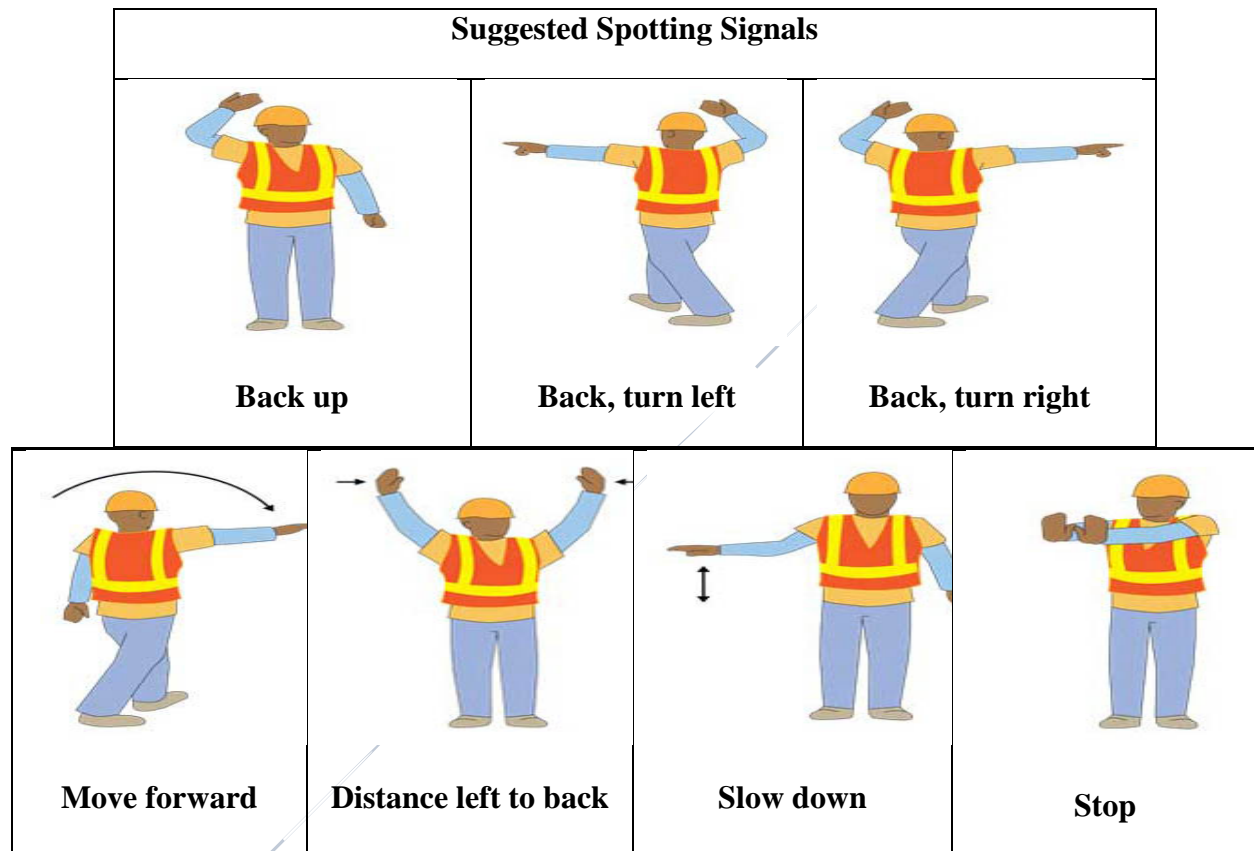
Signals

When it's necessary to move a vehicle, it is important that everyone understands exactly what's being done. This will ensure the safety of everyone involved in the operation. There should be no confusion about the hand signals to be used. Make sure workers involved understand who is directing the move and the procedures to be followed. Review all the hazards associated with this particular move and the precautions taken to minimize or eliminate them. It is also very

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important to designate one spotter so there is no confusion in the signaling procedures. The following represent FIVE (5) basic signals to assist in vehicle repositioning.

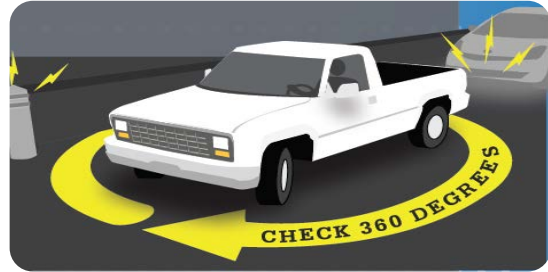
Purpose and Action Descriptions The driver and the spotter share responsibility for safe vehicle movement during repositioning. The spotter takes a leadership role during repositioning



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III. 360 DEGREE WALK AROUND

Brieser Construction Company employees use a 360 Degree Walk around to identify hazards any time they move their vehicles. The focus is on the prevention of the most common collision on our job sites. **Backing into and Hitting Stationary Objects.**



At Brieser Construction we are promoting “360° Walk Around” a Best Practice that encourages Brieser Drivers to visually perform a 360 degree walk around their vehicle to ensure there are no pedestrians or obstacles.

HOW DO AVOID COMMON LOW SPEED COLLISIONS

1. Before you back up, perform a visual check of the area. If you are not sure it's safe, exit your vehicle and check for hazards.
2. Be aware of your clearances. Check for any obstructions behind, to the sides, above and below your vehicle

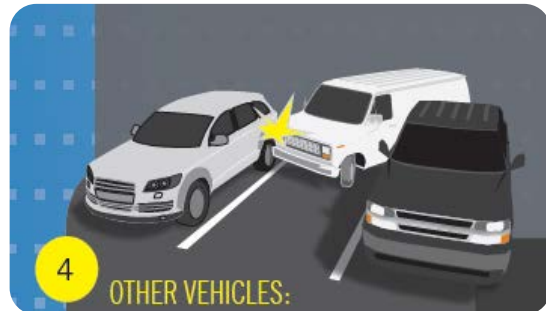


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- Maintain a safe space cushion when arriving to or departing from the fuel island.



- Be careful of other vehicles around you when arriving to or departing from a parking space or job site.



- Check your mirrors for hazards on the sides of your vehicles.