

## JOB SITE POLICY

☐ **Accidents** - Any and all accidents, no matter how insignificant, are to be immediately reported to the job site Superintendent.

☐ **Deliveries** – Subcontractor deliveries are the responsibility of the subcontractor, and are to be stored in a location approved by the job site Superintendent. Deliveries that arrive without the presence of the subcontractor may be denied at the discretion of the Superintendent. Triad Construction Inc. does not accept the responsibility for security or protection of any materials and equipment stored on the job site.

☐ **Dress Code** – OSHA approved dress codes will be enforced (long pants, shirts, work shoes, and protective wear).

☐ **Emergency** - In the event of an emergency call **911**.

☐ **Insurance** – All workers must be insured by their employer. Proof of this must have been submitted to our Corporate Office before you begin any work.

☐ **Invoices** – Invoices will not be accepted at the job site. Submit all invoices to our corporate office. We do not accept faxed invoices.

☐ **Job Site Access** - only persons directly involved in the construction of this project will permit access to this job site. For safety reasons no persons under the age of 16 years will be permitted access to this job site. The job site Superintendent retains the right to deny access to anyone for any reason.

☐ **Job Site Arrival & Departure** - All persons must notify the Superintendent of their arrival and departure.

□ **Job Site Safety Meetings** – The job site Superintendent will conduct weekly safety meetings. All individuals present on the job site, or otherwise requested to be present, are to attend the meeting.

□ **Material Removal** – All materials, supplies and/or equipment shall **not** be removed from the job site without the prior authorization of the job site Superintendent, regardless of who supplied the material or equipment.

□ **MSDS** – All materials safety data sheets must be submitted to the job site Superintendent and the corporate office before materials will be permitted on site.

□ **Safety**- All personal and equipment are to be in compliance with the Federal Occupational Safety and Health Administration Act (OSHA) at all times!

□ **Scheduling** – The scheduling and coordination of work between subcontractors is to be performed by the job site Superintendent only. Do not coordinate any work with other trades without the Superintendents involvement.

□ **Telephone** – The job site telephone is for the Superintendents use only. Subcontractors must obtain permission to use the telephone. No long distance calls are to be charged to the job site telephone.

□ **Weapons** - Firearms and weapons of any kind are not permitted on this job site.

□ **Working Hours** – Job site working hours are 7:00am to 5:00pm Monday through Friday, and 7:00am to 12:00 noon on Saturdays, or unless otherwise posted by the job site Superintendent. Personnel wishing to work outside these hours must obtain consent prior to commencement.

□ **Zero Tolerance** - Alcohol and Drug use on this job site will not be tolerated. Person(s) under the influence or in possession of alcohol or drugs will be immediately reported to the local police. Illegal or disruptive behavior will be immediate reported to the local police.