

BANNER WELDER, INC.

Contractor, Service Providers & Visitors

Safety Guide

Banner Welder, Inc. is committed to providing a workplace for our employees that is substantially free from hazards which may cause illness, injury, or death. This policy also extends to any contractors, service providers and other visitors to our shop floor.

This guide is intended to inform visitors of certain safety requirements.

Personal Safety Equipment – All visitors must wear steel-toed safety shoes that comply with OSHA Standards during any time spent on our shop floor. Temporary shoe protectors will be provided to any visitor not wearing protective footwear.

Everyone must wear safety glasses that comply with ANSI Z87.1 specifications (including side panels). Banner will provide non-prescription safety glasses.

Additional protective equipment required to complete the work at hand must be provided by the visitors. Anyone who will be working with, or in near-proximity to high voltage electricity must comply with the provisions of Banner's Hazardous Energy Control Program, and Lockout/Tagout Procedures (copies available upon request).

Non-Smoking Facility – The Banner Welder facility has been designated as a Non-Smoking Facility throughout. Permitted outdoor smoking location is at the employee entrance at the Northeast corner of the building.

Housekeeping – Work areas must be kept clean and orderly so that work activities can proceed in an efficient manner. Aisle-ways must be kept clear at all times to allow for easy, safe passage, and all scrap materials and/or trash must be disposed of properly.

Rules & Regulations – Banner Welder insists that all employees comply with certain workplace rules and regulations governing daily activities. All visitors to our facility are expected to adhere to these same standards. While not meant to be all-inclusive, the following highlight certain of these standards.

- Compliance with Safety and Housekeeping rules.
- Compliance with proper standards of personal conduct.
- Adherence to the Company's Hazardous Energy Control Program and related policies.
- Operation of all equipment safely, and as instructed.
- Compliance with stated restrictions on the use or possession of controlled substances and alcohol.

- Compliance with restrictions on use of food and drinks on the shop floor, possession of firearms on Company premises, dishonesty or theft, discrimination, intimidation, or harassment, use of cell phones during working hours, and use of radios and head phones.

Insurance – Contractors and Service Providers are required to provide a standard Certificate of Insurance evidencing appropriate levels of workers compensation and commercial general liability insurance coverage prior to the commencement of work. Coverages for more extensive construction/repair assignments may require negotiation with the Company’s Insurance Department.

The undersigned acknowledges receipt and understanding of this Safety Guide, and certifies that _____(Company Name) intends to comply with its provisions.

_____(Signature)

_____(Title)

_____(Date)