
SAFETY PLAN PASSPORT IMPLEMENTATION

Bradbury Stamm's top management are committed to the Bradbury Stamm Safety Passport™ System as evidenced by their support of the corporate safety director and the demands placed on Bradbury Stamm Superintendents (see Safety Directive #23 Superintendent Duties). At Bradbury Stamm, each superintendent is the on-site safety director responsible to the corporate safety director. The superintendent is the person pushing the work and is totally responsible for the creation and maintenance of a safe workplace.

When a Bradbury Stamm Superintendent starts a job, employees and subcontractor employees coming to the site will first be introduced to the Safety Passport System by being issued their personal copy of the Safety Passport. Employees are required to read it cover to cover, then the superintendent goes over the Passport's contents, answers questions, and reminds employees that specific training will be required for certain work activities as the job progresses (see Safety Program Delivery Triangles).

Next, the employees' field supervisors, typically the on-site or installing foreman, go through the Pre-installation Checklist with the Bradbury Stamm Superintendent and review everything about their job coming up, including aspects regarding safety. This form is used as a document to ensure the field supervisor knows what is expected on Bradbury Stamm Sites.

The Pre-installation Checklist is a wonderful tool (basically a written JHA) to identify what special training needs are to be given at the job site and when it will be pertinent to the exposed employees.

The following work activities require some level of safety training before employees actually work:

Scaffolds and Fall Protection – formal on-site training by Safety Director John Brown that covers scaffold awareness, tag system and daily inspection, means and methods of fall protection

Ladders – the Bradbury Stamm Superintendent trains all the foremen, they in turn train all the employees at a weekly safety meeting; certification of training is documented in the margin of each trained employee's Safety Passport

Excavations and Excavation Equipment Operation – machine operation and OSHA Subpart P, see Safe Equipment Operator Passport

Forklifts – formal on-site training; Bradbury Stamm does not recognize or accept forklift training certification from other sources; all forklift operators must go through forklift training by the Bradbury Stamm Superintendent or by Safety Director John Brown

Permit-Required Confined Space – Bradbury Stamm has performed hundreds of permit-required confined space entries over the years; Because of hazards, uniqueness and complexities of every confined space, Bradbury Stamm's policy is to have John Brown assist in

the development of a custom entry permit for each space.

Once identified, the necessary training is done on-site and the work at hand is limited. The training may be conducted by field supervision from the Safety Passport by the Bradbury Stamm Superintendent or a formal class may be conducted on site by Safety Director John Brown, an OTI 500 Level Trainer.

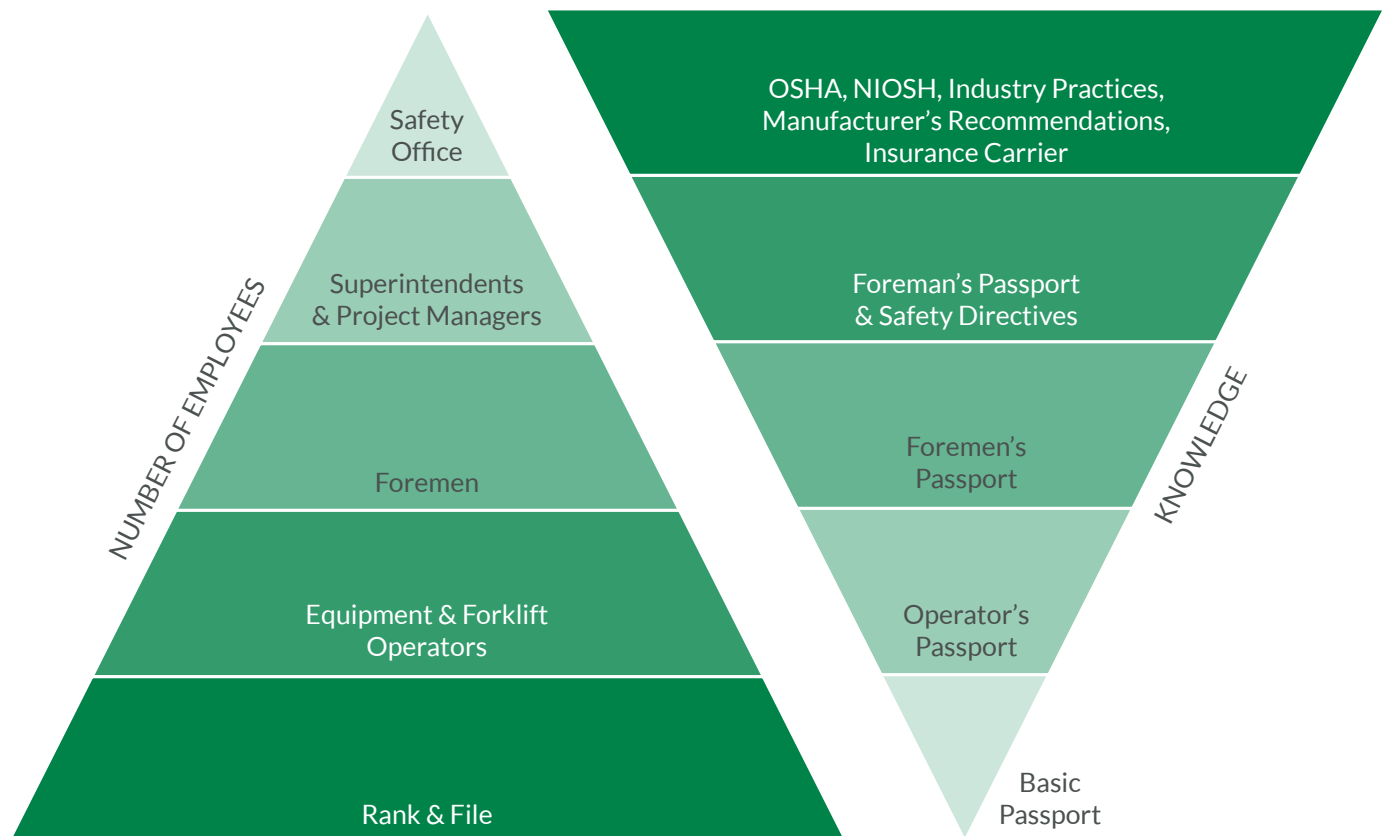
Once everyone is set to work, the Bradbury Stamm Superintendent and/or Safety Director John Brown spend part of their time on-site, watching employees' work. This is an example of safe behaviors observation, and encourages employees to follow safety practices.

The above process continues for the duration of the job for the excavation crews to the carpet layers.

SAFETY PASSPORT DELIVERY TRIANGLES

A failing of many safety programs is their size and assumption that each employee should know the entire program which is nearly impossible.

Built on the cliché “on a need to know basis”, every employee needs to know the safety practices pertinent to their work and work are today. The Bradbury Stamm Safety Passport™ is split into different levels of risk and responsibility.



Notice at the bottom of the left triangle, the lower slice represents a large number of employees termed rank and file. The upside down triangle on the right side represents the amount of safety information needed and is contained in the thinnest passport booklet, the Basic Safety Passport.

The next slice up on the left triangle is equipment operators; employees using powerful machinery to dig, lift, and haul. Those employees are fewer, but need more safety information than the rank and file. In the Knowledge Triangle (on the right), is the Safe Equipment Operators' Passport which contains almost twice the information as the Basic Passport.

The next slice up are field supervisors. Although there are generally not more than a handful on-site, they need to know more and are issued the Foremen's Safety Passport with a little more safety information typically in bold print. Foremen are expected to be well versed in the information presented in the Foremen's Safety Passport.

There is only one superintendent, and he/she is the jobsite safety director. This person carries and knows the Foremen's Safety Passport as well. He/she also keeps up with and posts the Bradbury Stamm Safety Directives that cover special operation and policies.

If the necessary information cannot be found in the Basic Passport, Foremen's Passport, or the Safety Directives, there is readily available information by phone, or in person through the safety specialist and experts such as the Bradbury Stamm Safety Director

SUMMARY

The Bradbury Stamm Safety Passport™ System is analogous to an iceberg; the booklet itself is small, simple to implement and streamlined in its delivery, but out of sight is a sophisticated, comprehensive safety program. It is a system that includes workers, managers, regulations, safe practices, risk management and safety expertise. Furthermore, the Bradbury Stamm Safety Passport™ System transcends from prime contractor superintendent to remote tier subcontractor employee. It is the governing safety program on-site.