

JOB SITE RULES & REGULATIONS

Professionalism - All workers are required to conduct themselves in a business-like manner with courtesy & respect.

Safe Work Practices - Employees are expected to engage, ask questions, & present challenge - where appropriate. All employees have the authority to stop unsafe work.

Proper Attire - Clothing w/ company-specific branding is preferred. Shorts, sleeveless shirts, & potentially offensive print are prohibited. Construction-appropriate footwear is required.

Personal Protective Equipment (PPE) - Hard hats & safety glasses are required during construction until the project is 100% complete & turned over for occupancy. Side shields & Z87-rated lenses or over-the-glasses protection are required when prescription eyewear is worn.

High-Vis Clothing - Class 2 or greater is required when working in proximity to motor vehicles & heavy equipment, including earth moving equipment, per OSHA regulation(s). Gardner Builders may require the use of hi-vis clothing above & beyond these regulations, as applicable, per site assessment.

Earbuds/Radios - Not permitted on site. This is a non-negotiable policy in alignment w/ OSHA guidance.

Ladder Safety - Do not use the top step or cap as a step. All ladders must be used per manufacturer specifications, including load capacity & positioning.

Fall Protection - Required when working at a height of six (6) feet or greater &/or in compliance w/ applicable OSHA regulation(s), as well as client-specific requirements.

Slips/ Trips/ Falls - Floor/ wall openings must be securely covered & labeled, per OSHA regulation, while changes in elevation are made safe. Site must be organized & clear of debris. Do not lean unattended materials without proper securement.

Site Clean - Gardner Builders may provide dump carts during construction. Trade Partners are responsible for daily removal of their own debris - in dumpster or dump carts & help provided for trash haul outs. Work areas must be cleaned daily.

Electrical - Always use a Ground Fault Circuit Interrupter (GFCI) as required. Extension cords are to be used in accordance w/ listing, labeling, &/or certification specifications.

Abatement - If asbestos, lead, or mold is suspected, such material(s) must be properly evaluated & abated, if necessary, by a licensed abatement contractor.

Safety Data Sheet (SDS) - Information must be readily available for the chemicals/ products used on site. While resources will be provided, Trade Partners are responsible for managing their own hazard communication program.

Smoking/ Vaping - Not permitted on site. Offenders will be subject to corrective action, including the individual(s) removal from the job site, per policy.

Drug/ Alcohol/ Cannabis Use - Drug, alcohol, & cannabis use, including being under the influence from earlier use, is strictly prohibited on site. Offenders will be subject to corrective action, in addition to subsequent measures, as applicable, per policy.

Workplace Violence/ Harassment – Any such instance will not be tolerated & will result in the immediate removal of any offender(s) from the job site.

Site Security – Exercise situational awareness & take a multi-layered approach - physical & technological barriers, i.e., lighting, fencing, cameras, etc. Do not prop open doors.

Reporting – Incidents, accidents, near misses, & unsafe conditions, including emergencies, must be reported immediately to Gardner Builders.

Failure to Comply – Rules & regulations (OSHA & company-specific) must be respected & followed accordingly. Failure to comply may result in disciplinary action, including removal from the job site.

Spanish-version 'Job Site Rules & Regulations' available as follows -

- Scan QR code on job board
- Access GB Safety 4 All via Google Shared Drive

Sign-off required upon completion of orientation