



# **Project Health and Safety Plan**

## **Eversource – 2015**

### **X-178 Line**

#### **Project show-up location**

102 Lost River Rd.

Woodstock, NH 03293

***Copy to be maintained onsite at all times***

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## Contacts

### Division Contacts

Name	Title	Email	Cell Phone
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Joe Tuttle	Superintendent	<a href="mailto:JTuttle@parelectric.com">JTuttle@parelectric.com</a>	708-860-0267

Division Office: 70 Fuller Road, Chicopee, MA. 01020  
413-331-3456 – (FAX) 413-331-3416

### Project Contacts

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Heath Eliassen	Foreman	n/a	719-352-9173
Joseph Battaglia	Safety Coordinator	<a href="mailto:jbattaglia@parelectric.com">jbattaglia@parelectric.com</a>	413-302-0750
Jeff Guerra	Project Manager	<a href="mailto:jguerra@parelectric.com">jguerra@parelectric.com</a>	413-335-6237
<b>WINCO</b>			
Kris Saunders	Pilot		
<b>Eversource NH</b>			
	Customer Rep.		
	Project Manager		
<b>Normandeau</b>			
	Field Rep.		
	Project Manager		

## Eversource Safety Requirements

Eversource Energy maintains specific Contractor Safety and Health Work Rules, (provided as an attachment to this plan) which are required of all contractors. Existing PAR Electrical Contractors, Inc., Quanta Services, Inc., and IBEW / 10 State NECA – IBEW Rules covering this project all meet or exceed these requirements. PAR will ensure that each employee assigned to this project is oriented in the safety requirements of Eversource and PAR. A record of this orientation will be maintained on the Log Page attached at the end of this document

## PAR Safety Program Overview

The overall Safety Program for PAR Electrical Contractors, Inc. is established in the Corporate Safety Management System, Manual Version 1.0, issued 11/26/12 by the Corporate Executive Safety Committee. Specific Safety Rules are provided to the field in Safety Manual and the Field Safety Reference Manual.

## PAR Electrical Contractors Inc. 10 Rules to Live By

1. Think! If you don't know, ask. If you can't do the job safely, don't do it.
2. Conduct a thorough tailboard conference and avoid tunnel vision. If something changes conduct another tailboard with all crewmembers before continuing.
3. Always use the proper tool and personal protective equipment for the job. If you do not have the proper equipment do not do the work.
4. If it's not tested dead and grounded, it's not dead! (*Note that in areas presenting an induction hazard from other high voltage alternating current sources, grounded lines can still present a deadly exposure*)
5. Always check for potential before applying grounds. Always check phasing when tying circuits together.
6. Always install and remove grounds with approved hot-line tools. Never install or remove a ground by hand.
7. Always avoid getting yourself phase to phase, phase to ground, or in series with the circuit including ground paths.
8. Maintain minimum approach distance or insulate and isolate. COVER UP!
9. Wear your gloves and sleeves if you are working within minimum approach distance.
10. THINK! You are responsible for you and your fellow employees' safety.

In addition to the *10 Rules*, PAR requires all employees to go through a pre-employment orientation. The orientation is comprised of many topics from company policy to safety procedures and expectations to specific project requirements. In addition, all new employees are required to have completed a drug test to be eligible for employment on any PAR projects. PAR maintains a fully compliant DOT Driver Qualification Program including Drug and Alcohol Testing Programs. It is PAR's intent to provide a safe and healthy work environment for all employees and ensure that employees have the knowledge, skills and equipment to perform their assigned jobs safely. The rules in this plan shall be strictly adhered to. Negligence or unsafe work practices will not be tolerated, and under the Zero Tolerance policy, unsafe work practices will lead to disciplinary action, up to and including potential termination of employment.

### General Safety and Health Responsibilities

The purpose of these safety rules and the *10 Rules to Live By* are to provide each employee with a set of working rules and safety procedures that will provide a safe workplace.

It is PAR's intent to provide a safe and healthy work environment for all employees and ensure that employees have the knowledge, skills and equipment to perform their jobs safely. The rules in this plan shall be strictly adhered to. Negligence or unsafe work practices will not be tolerated, and under the Zero Tolerance policy, unsafe work practices will lead to disciplinary action.

- No work is too important or urgent that it cannot be done safely.
- Each employee is responsible for his or her own personal safety and the safety of others (See Rule To Live By #10).
- All employees shall actively participate in the Pre-Job Briefing – JHA Review.

- All visitors shall be staged at a safe distance from the immediate work area and restricted from any drop zones, visitors shall receive a briefing and sign onto the Pre-Job Briefing. ***A sign shall be posted at a safe distance from the restricted physical work area, identifying to “STOP HERE, WAIT FOR SAFETY BRIEFING”.***
- The process of “Three Way Communication” which specifies “Clear-Complete-Concise” communications between all parties with positive confirmation of understanding of critical steps, should be used throughout all phases of work operations.
- Where advisory judgments are undertaken, adequate measures shall be taken to ensure an equivalent level of accident prevention.
- Each employee shall know and use the appropriate Personal Protective Equipment required for his or her job.
- All employees are responsible for ensuring that all applicable safe work practices are followed on the job (See Rule #1).
- Each employee shall challenge any carelessness or unsafe work practices and, in the interest of safety, shall notify the person in charge of the job.
- An employee shall not use intoxicants or drugs while on duty, report for duty while under the influence of intoxicants or drugs, or shall be relieved by another employee known to be under the influence of intoxicants or drugs. If an employee’s physician has prescribed drugs or medication that will limit the employee’s ability to perform certain jobs, the employee shall inform the supervisor.
- Interpretations and assistance within developing safety work plans or job hazard analyses is available from the Safety Department.
- Drinking water and sanitary facilities shall be provided.
- Drivers and passengers shall wear seatbelts in all company vehicles. Employees shall not ride in truck beds or on running boards.
- Cell phone usage is prohibited during physical work; equipment operations and safety related work functions (Spotting, etc.). Phone usage during driving is limited to hands free functions only and only when necessary,
- Employees are encouraged to wash their hands before eating or touching any part of their bodies.
- Every effort will be made by the project team to ensure the timely exchange of newly identified hazard information between the customer and the construction / line-work teams.

## **Personnel Responsibilities; Competent Person(s)**

### **Foremen**

Each crew **Foreman** will function as the OSHA Competent Person. They will monitor the project’s safety status and employee knowledge of safe work practices by personally conducting and documenting a daily Job Hazard Analysis or utilizing PAR pre-developed JHAs for the work, on their respective Pre-Job Briefing. They will conduct on-going safety inspections of the work site and initiate prompt corrective action of any actual or potential hazards to which employees are or may become exposed, **THIS RESPONSIBILITY INCLUDES THE STOPPING OF WORK AS MAY BE NECESSARY TO ENSURE THE SAFETY OF ALL AND THE RELIABILITY OF THE CUSTOMER’S SYSTEM.** The Foreman will conduct and document a thorough daily job briefing. Certain condition changes may require immediate verbal communication. If significant changes, newly identified hazards, or communications (misunderstanding of conditions, etc.) problems develop, an immediate “Safety Time Out” will be called and a

new / revised JHA and Pre-Job Briefing will be conducted by the foreman. New / Revised Pre-Job Briefings and Bare-Hand Procedures shall be documented.

If the Foreman is unable to be on site for any reason, the foreman is responsible for notifying the General Foreman directly and designating an electrically qualified and competent person to take over the duties as foreman until the existing foreman is able to return. The Pre-Job Briefing shall include this change in leadership. The Foreman shall maintain routine communication with the Safety Coordinator and the General Foreman to ensure that everyone is aware of current job progress, safety concerns, etc.

### **General Foreman**

The **General Foreman** will function as an OSHA Competent / Qualified Person for his / her respective projects. It is their responsibility to ensure that the Safety, Environmental, Quality and Security areas are effectively addressed and to ensure that foremen are actively observing and enforcing the safety rules. No General Foreman can turn their back on safety rule infractions. They must be proactive in providing instruction, support, and correction of their foremen to ensure the rules are followed. While it is each employee's responsibility to comply with safety rules, it is the General Foreman who holds the front line position in ensuring compliance. The General Foreman shall insist that each employee observe and comply with the safety rules at all times. If an employee refuses to comply then the General Foreman shall stop the work and remove that employee from the job. If an accident/incident occurs, the General Foreman shall work with the Safety Coordinator, Management Team and all involved to analyze the causes, and formulate recommendations for corrective and preventative action. The General Foreman will discuss job safety bulletins and lessons learned reports as necessary, and review subject materials for Weekly Safety Meeting Topics to ensure effectiveness. A General Foreman is responsible for the enforcement of all safety program requirements and all operations that occur on the job site, including the safe performance of sub-contractors. The General Foreman shall perform project Safety Audits in accordance with the requirements established in this plan under "Safety Audits".

### **Safety Coordinator**

The site **Safety Coordinator** shall work with the Foreman, General Foreman, and Division Safety Manager to support and ensure that all employees, equipment/materials, and work sites are in compliance with all PAR, Customer, State and Federal Requirements. PAR crews within their area of responsibility must work in compliance with PAR safety rules and any other jurisdictional laws. The Safety Coordinator shall serve as a safety resource for the respective PAR crews. They shall report immediately to the General Foreman, Safety Manager, Superintendent, and Division Manager to review all Safety Issues, open claims and injuries, the status of audit findings, any safety concerns, and/or near misses. They shall proactively investigate and coordinate the investigation of all injuries, incidents, and close calls. The Safety Coordinator must be able to train employees in required safety topics and work as a safety liaison between PAR and the client. The Safety Coordinator shall perform a minimum of one Safety Audit per site visit.

## **Site Personnel**

Every PAR employee, regardless of position, has the responsibility to work in accordance with their respective level of training and qualification. They shall follow the specific instructions of their respective leads, supervision and management. Every employee has the obligation to “Be their brother’s keeper” at all times, in addition to being a responsible steward of the environment and a positive professional representative of PAR’s client utility company.

Each employee must be familiar with the requirements of this plan, the PAR safety Program, and the IBEW rules applying to his / her jobsite.

All PAR employees have the obligation to adhere to all Safety Policies including the ability to call a “Safety All-Stop” in the event of a safety concern or hazard, including miss-communications or miss-understanding of any or all parts of the work procedures or safety requirements identified.

“If you don’t know – ASK!!”

## **Qualifications**

All PAR employees receive a combination of training from New Hire Orientation through specialty and trade topics throughout their employment and careers as IBEW Members or PAR Management Employees. Specific additional training includes: First Aid, CPR, AED Training; Pole-Top / Bucket / Structure Rescue training; Electrical Worker Qualification (3<sup>rd</sup> Step Apprentice and above); OSHA ET&D 10 Hr. Training; OSHA ET&D 20 Hr. Leadership (Foremen and above); etc.

PAR and the local IBEW OSHE maintains a record of training and qualification at their respective offices.

## **Communications**

Effective communications are essential for the completion of a safe, quality, environmentally responsible project as well as safe and efficient day-to-day function. Open communication must exist between all levels of the project team as well as with the Division 24 office, Eversource as our customer, and the IBEW. No single person should ever be made to feel reluctant to raise a question or concern regarding safety or functional matters. Every leader from a lead lineman through the Division and to the President of PAR is committed to ensuring the Safe, Efficient, Quality and Timely Performance of every PAR project.

The practice of “Three Way Communication” should be practiced throughout all phases of our work, not just during critical tasks, but also during routine work. All communications must be “Clear – Concise – Complete” and verified as understood by both the “sender” and “receiver”. Cell Phones and equipment radios are provided for communications. In the event that cell dead areas are identified a Satellite Phone will be provided to the crew.



All PAR crew members will have constant communication, via 2-way radios and/or satellite phones, with the Winco Pilot. In addition, the General Foreman will monitor all communication throughout the project to ensure compliance with the project requirements and safety plan.

## **Management of Change**

Issues resulting from change in a plan (regardless of how simple or routine the plan) are most often identified as a leading cause of accidents and incidents. In order to ensure a continued safe and quality work environment, it may be necessary to initiate a “Safety All-Stop” from time to time. It has been proven time after time, that the ”down-time” resulting from such stops always have less negative impact on workers and the overall project than does a serious incident such as an injury, outage, quality deficiency or environmental emergency.

The PAR Division 24 Management Team is committed to supporting the field and our customer in every way possible to ensure the Safe, Quality, On-time completion of all projects, BUT SAFETY IS ALWAYS “Job One!” There is no job so important to PAR or our customers that it cannot be done safely!

## **Safety Equipment – PPE / Supplies / 100% Fall Protection**

PAR has completed a Risk Assessment of the typical and anticipated injury exposures arising out of this work and concluded that our standard issue Personal Protective Equipment (PPE) will be **Required on this project as follows:**

- Head Protection – Hardhat Class E
- Safety Glasses – Any ANSI Z-87 rated Safety Eyewear with Side Shields (PAR standard issue preferred)
- Hand Protection – Work Gloves (Insulated for Cold Exposure) – with cut resistant and impact protection rating preferred during all physical work activity
- FR Rated Clothing, Outer Layer as Minimum – 8 Ca., HRC Class II or greater
- 100% Fall Protection Required – Primary use of “Pole Choker Devices” with Secondary Safety Devices for all climbing of poles and structures from 4 ft. and higher
- High Visibility Garments (incl. vests) – Required in Roadways and around all moving equipment
- Class 2 Rubber Gloves and Sleeves with protectors – Ground to Ground / Cradle to Cradle for any exposures to Distribution Circuits and Distribution Grounded Conductors / Neutral AND Rubber Gloves with protectors for All Line Testing, Application and Removal of Protective Grounds

### **As Necessary or Preferred:**

- Disposable Hand Warmers / Toe Warmers
- FR Rated Winter Hardhat Liners
- Arc Flash rated Balaclavas
- Arc Flash rated face shields
- Ice Cleats

- Other as identified on-site
- Hearing protection when exposed to gas power tools, etc.
- FR rated Insect / Tick repellants for FR Clothing and Skin use

## **Environmental Protection**

PAR is responsible to remain awareness of, and follow all restrictions to access to wetlands and other protected areas, as identified on the drawings provided by the customer.

Each PAR vehicle will carry a standard Oil Spill Clean-up and Containment kit to be deployed in the unlikely event of an oil / fluid spill.

Absolutely **NO – Refueling** will be permitted within any designated wetland or marked “buffer zone”. No fuel nozzles will ever be left unattended or jammed open, regardless of the refueling location.

## **Excavation**

Excavation on this project will be performed by PAR Drill Crews. Dig-Safe requests have been submitted and PAR drill crews will have the applicable “ticket numbers” in their possession and document the same on their respective Pre-Job Briefings. Drill Crew Foremen and Equipment Operators are the designated OSHA Competent Persons for the Drill Crews.

## **Housekeeping**

Housekeeping of trash, debris and scrap is essential to safety, fire protection, work efficiency and public appearance of both PAR and our customer. Accordingly, Contractor grade trash bags, buckets, and similar supplies will be provided and used to ensure that all trash is contained and removed from the ROW and access routes daily. Dumpsters will be available at the show-up location to dispose of trash, debris and scrap.

## **Fire Prevention / Protection**

During the course of this project, the potential for exposure to brush and forest fire hazards will exist. Accordingly, all smoking or other sources of ignition shall be contained to the immediate work area and extinguishment of same confirmed at all times. Under No Circumstances will cigarette butts be disposed of by “flipping them off”, all butts will be “snuffed out” and properly disposed of.

## **Hazardous Materials / Hazard Communication**

Substantial quantities of Hazardous Materials will not be used in the course of this project. Various “Materials of Trade” will be used with proper OSHA compliant container labels. PAR provides immediate access to Safety data Sheets (“SDS”, formerly “MSDS”) through the services of the 3E Company, by calling 1-800-451-8346, 24 Hours per Day, 7 Days per Week, “365” or by calling the PAR Safety Coordinator.

## **Security**

Three areas of specific concern are present in the Utility Construction Industry and potentially on this project. PAR crews and staff will commit attention to each of these areas. Where necessary the General Foreman, Foreman and / or Safety Coordinator will establish contact and build a relationship with the local and State Police departments through regular communication and coordination of perceived risk information.

- PAR Equipment Security – Every effort will be made to properly secure all vehicles, equipment, trailers, etc. during off-hours to reduce the risks of theft and vandalism.
- Eversource Material Protection – Materials will be staged as close as possible to “real time” to avoid the risk of theft or vandalism on the ROW.
- Homeland Security Threats to Systems – Every PAR employee will maintain active awareness of suspicious activities or conditions in proximity to the utility ROW and facilities. Any concerns that may be identified are to be documented and raised to the Customer’s Construction Representative immediately. If a perceived threat appears imminent, the PAR crews shall evacuate to a safe location and immediately notify the State and Local Police, and the Customer Representative.

## **Health and Sanitation**

PAR will provide sanitary facilities in the form of properly serviced “Porta-Johns”; Hand sanitizing supplies; and potable drinking water sufficient for the work force assigned.

## **Vehicle Operations**

In accordance with the PAR Electrical Contractors, Inc. DOT / Fleet Safety Compliance Program, only properly licensed and qualified drivers will operate PAR vehicles either on public roadways or on ROWs.

The Foreman shall confirm the ability of all employees authorized to operate the track driven personnel / material transport vehicles prior to the commencement of work activity. This shall include safe loading and unloading on the transport vehicle.

Backing and Spotting – Vehicles and equipment should only be operated in reverse with an assigned spotter present and in clear communication with the driver. In the event that a spotter is not available, every attempt will be made to park vehicles such that they may be driven forward to leave and avoid backing. In every case without a spotter, the driver shall make a 360 degree safety walk-around to ensure their range of safety.

Seatbelts are required per PAR policy 100% of the time whenever vehicles and equipment are so equipped from the manufacturer.

## **ATV / UTV Operations**

No ATV or UTV vehicles are planned for use on this project by construction crews. In the event that such equipment becomes necessary, PAR Safety will provide documented training and operator evaluation of operators of such equipment before they will be authorized to use same. This training shall include:

- AVT / UTV familiarization of principles of safe operation
- Written Test
- Overview of identified ROW hazards for ATV /UTV operations
- Operator proficiency evaluation of: Loading / unloading on transport trailer or vehicle; Basic Maintenance; Demonstration of Safe Operating Ability; Proper load placement and securement or carrying loads as well as transport of ATV / UTV

The General Foreman is trained and PAR certified to operate ATV and UTV equipment and may utilize same if necessary to traverse the site on rare occasion.

## **Job Hazard Analysis/Pre-Job Briefings**

The ability to conduct a thorough pre-job briefing is the true measure of a good crew leader. A daily job briefing shall inform the crew of the following critical items:

The pre-job brief must include the JHA and should address the following:

1. The day's objective
2. Person's performing tasks and their location on the site
3. Emergency & Rescue Plan and related contact information, including the access location for emergency responders and the location of First Aid Equipment; Fire Extinguishers; AED; and Spill Kits.
4. What and where the safety hazards are, what preventive measures will be used, and who will tend to them

The Minimum Standard for each pre-job briefing requires that the following general areas be reviewed:

1. The Hazards Associated with the job task
2. Work Procedures Involved
3. Special Precautions
4. Energy Source Controls
5. PPE Requirements

***Additional Pre-Job Briefing Requirements are identified in the “General Safety and Health Requirements of this plan – Foreman Responsibilities”***

## **Safety Audits**

Periodic Safety Audits (JSSR) are performed according to the following schedule:

1. Daily (Safety Coordinator), Weekly (General Foreman), Bi-Weekly (Project Manager), and Monthly (Supt./Division Manager).
2. When new substances, processes, procedures or equipment that present potential new hazards are introduced into our workplace.
3. When new, previously unidentified hazards are recognized.
4. When occupational injuries and illnesses occur.
5. When we hire and/or reassign permanent or intermittent workers to processes, operations, or tasks for which a hazard evaluation has not been previously conducted, and;
6. Whenever workplace conditions warrant an additional inspection.

Periodic inspections consist of identification and evaluation of workplace hazards utilizing the PAR Job Site Safety Review (JSSR) form or the Predictive Solutions software program. Deficiencies or recommendations are reviewed onsite with the foreman and crew. Any additional concerns are forwarded to the General Foreman; Superintendent; Division Manager; Project Manager, and Safety Manager. Any Imminent Danger situations shall be cause for an immediate Safety All-Stop until satisfactory corrective actions can be implemented.

## **Hazardous Condition Identification, Notification, and Correction Process**

Any time a hazardous condition is identified during the normal course of work, it shall be corrected or isolated for correction immediately. The Foreman / General Foreman shall be notified and guidance provided. If work is stopped for greater than 30 minutes for corrective actions, the Superintendent; Project Manager, and Division Manager shall be notified.

## **Good Catch Policy / Recognition of Safety Success**

PAR Division 24 recognizes the importance of and encourages continuous employee “360 degree awareness” at all times regarding project and work area safety. In support of this process, Employees who identify and cause the correction of a safety concern prior to it becoming a Near Miss or greater incident will be formally recognized by reward from the Division Manager.

## **Incident, Accident, Near-Miss Reporting Process**

All Incidents of Injury (regardless of how small or minor); Outage; Flash; Vehicle Accident; Near Miss; Public Relations Incident; Environmental Incidents shall be reported through the chain of command immediately or as soon as safe to do so following an event. The first notification from the project is to the Safety Coordinator and General Foreman, who will notify the Superintendent, Project Manager; Division Manager and Division 24 Safety Manager Immediately thereafter.

The Project Manager and / or Division Manager will make the appropriate notifications per contract to Eversource Project Team and the Safety manager will notify the Eversource Safety Manager.

Investigations / Root Cause Analysis commensurate with the level of incident shall be performed based upon PAR Corporate Safety Management Program, Contractual Obligations and the local management teams determinations.

## **Accident/exposure investigations**

Procedures for investigating workplace accidents and hazardous substance exposure include:

1. Secure the scene and all involved materials, PPE and equipment.
2. Visiting the accident scene as soon as possible.
3. Interviewing injured workers and witnesses.
4. Examining the workplace for factors associated with the accident/exposure.
5. Determining the cause of the accident/exposure.
6. Taking corrective action to prevent the accident/exposure from recurring.
7. Recording the findings and corrective actions taken.



# EMERGENCY ACTION PLAN

## X-178 Line

(NH- Easton, Lincoln, Woodstock)

**EMERGENCY DIAL 911**



**PAR Project Office**  
**(show-up location)**

102 Lost River Rd  
Woodstock, NH 03293

PAR Division 24 Office

70 Fuller Road  
Chicopee, MA. 01020  
(413) 331-3456

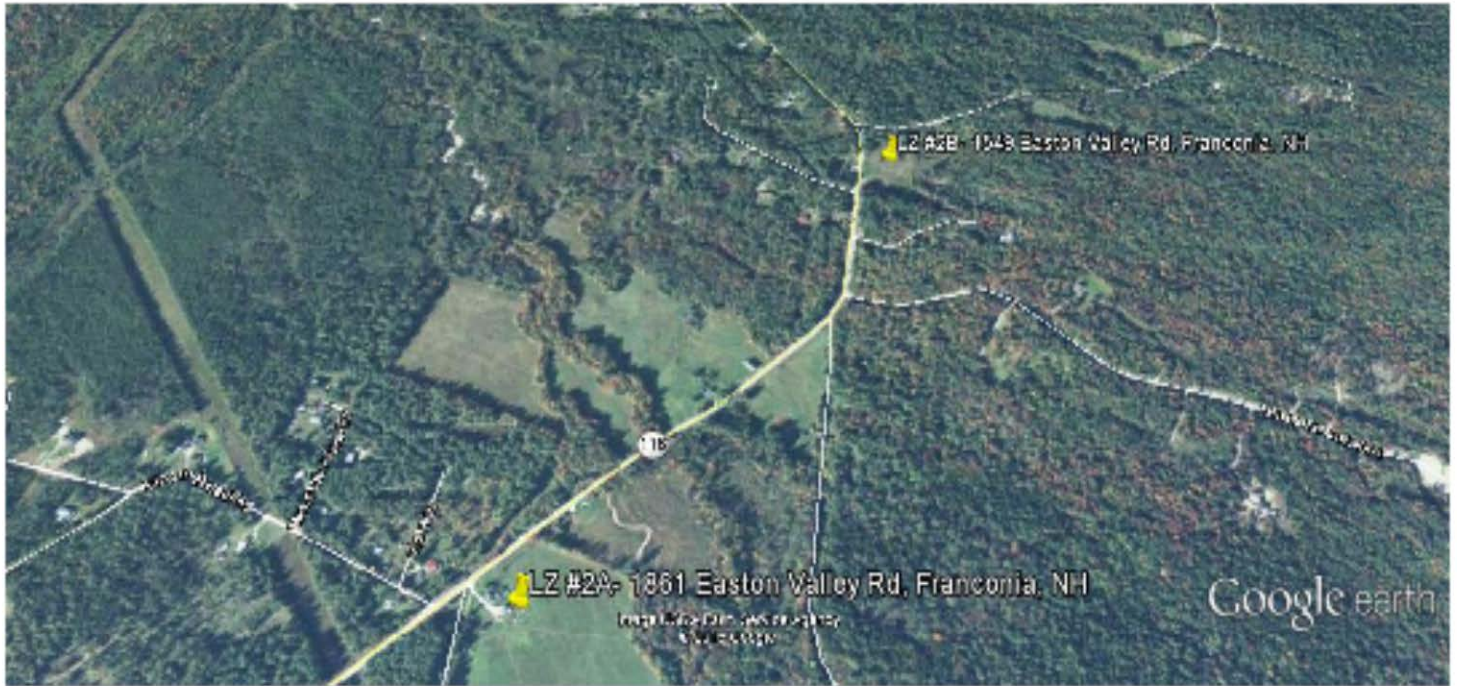
***\*In the event of an Incident / Emergency, Post Incident contacts and notifications are to be made in accordance with the responsibilities identified within the PROJECT HASP Plan***

## Project Contacts

<b>Title</b>	<b>Contact</b>	<b>Phone Number</b>
<b>Project Manager PAR</b>	<b>Jeff Guerra</b>	<b>(413) 335-6237</b>
<b>Superintendent PAR</b>	<b>Joe Tuttle</b>	<b>(708) 860-0267</b>
<b>General Foreman PAR</b>	<b>Justin Evans</b>	<b>(413) 348-1934</b>
<b>Foreman PAR</b>	<b>Heath Eliasen</b>	<b>(719) 352-9173</b>
<b>Safety Coordinator PAR</b>	<b>Joseph Battaglia</b>	<b>(413) 302-0750</b>
<b>Mechanic Foreman PAR</b>	<b>Jay Hayes</b>	<b>(440) 781-3374</b>
<b>WINCO Pilot</b>	<b>Kris Saunders</b>	
<b>IBEW 104 Safety Contacts</b>	<b>Ryan Demeritt</b>	<b>(508) 680-4380</b>
<b>Project Manager Normandeau</b>		
<b>Field Rep. Normandeau</b>		
<b>Construction Rep. Eversource</b>		
<b>Project Manager Eversource</b>		

## Access Roads, Landing Zones, and Maps

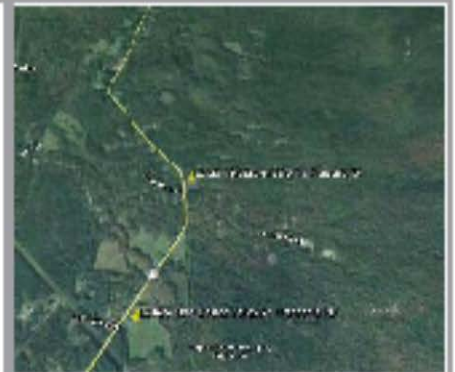
<u>Address</u>	<u>Town</u>	<u>Structure Numbers</u>
102 Lost River Road	N. Woodstock	n/a
<b><u>Proposed Landing Zones</u></b>		
LZ #1- 102 Lost River Road	N. Woodstock	n/a
LZ #2A- 1861 Easton Valley Road	Franconia, NH	n/a
LZ #2B- 1549 Easton Valley Road	Franconia, NH	n/a



LZ 178



LZ #2B- 1549 Easton Valley Rd, Franconia, NH



LZ #2A- 1861 Easton Valley Rd, Franconia, NH



**In the event of an emergency requiring the assistance of Police, Fire, or Ambulance DIAL 911 and know your location including the specific town where the emergency is located**

\*Advise the dispatcher where the Landing Zone is located. Landing Zones will be added to this list as needed.

<b>Town</b>	<b>Police</b>	<b>Fire/EMS</b>	<b>Hospital</b>
<b>Easton</b>	1411 Route NH-117 Sugar Hill, NH <b>Contact Dispatch Daily: 603-823-8725</b>	1040 East Valley Rd. Franconia, NH <b>Contact Dispatch Daily: 603-823-5531</b>	Littleton Regional 600 St. Johnsbury Rd. Littleton, NH 603-444-9000
<b>Woodstock</b>	165 Lost River Rd Woodstock, NH <b>Contact Dispatch Daily: 603-745-2234</b>	6 Main St. Woodstock, NH <b>Contact Dispatch Daily: 603-745-3521</b>	Speare Memorial 16 Hospital Rd. Plymouth, NH 603-536-1120
<b>Lincoln</b>	148 Main St. Lincoln, NH <b>Contact Dispatch Daily: 603-745-2238</b>	16 Church St. Lincoln, NH <b>Contact Dispatch Daily: 603-745-2344</b>	Speare Memorial 16 Hospital Rd. Plymouth, NH 603-536-1120

## When an Incident Occurs

The first priority is to make the scene of the incident safe including getting care for any injured persons, performing evacuations and taking accountability attendance of all who had entered the location (from the Pre-Job Brief forms, and securing the scene, Then:

Contact Joseph Battaglia, Jeff Guerra, Joe Tuttle, and Jason Nellis Immediately!

If the Safety Coordinator is not readily available, notify the Div. 24 Safety Manager  
Joe Dionne:

- **Joseph Battaglia**      **Safety Coordinator**      **(413) 302-0750**
- Joe Dionne      Safety Manager, Div. 24      (413) 530-4924
- Lucas Moore      Director of Safety Operations      (217) 480-7798
- Doug Jackson      Workers Comp. Injury Claims      (816) 691-4208
- Anne Barry      Vehicle and Property Damage      (816) 691-4295

**Your Safety Department is here for Support Please call if you have any questions**

- Jeff Guerra      Project Manager      (413) 335-6237
- Joe Tuttle      Superintendent      (708) 860-0267
- Jason Nellis      Division Manager      (641) 820-1716

**Note:** In the event of a serious injury, flash, significant Near Miss, or outage, the IBEW Local 104 OSHE Office is to be notified by the local 104 Foreman / General Foreman as soon as possible, but no later than by the end of the shift. If an Apprentice is involved in an accident, safety violation, or injured, the OSHE Office shall also be notified. The PAR Division 24 Safety Manager will also contact the Local 104 OSHE and confirm the event occurrence.

**PAR employees are not authorized to speak with the media or any other third parties regarding an incident, accident, or project matters, either on behalf of PAR or Eversource Energy. Refer any inquiries to PAR or Customer Management.**

## Emergency Plan Response Guides

### General Crew / Project Response

In all instances of emergency, it is essential for all crew members to calmly communicate and respond in accordance with their respective levels of training, experience and assignments made or planned during their current task and location pre-job briefing. Always preserve the scene and any involved tools, equipment and materials, person in charge take photos of entire location and scene specifics.

### Personal Injury / Illness:

- Establish Scene Safety
- Call 911 and Customer for System Operations assistance as necessary
- Response per pre-job brief and emergency plan of the day (escort emergency responders, etc.)
- Assist with / provide First Aid Care / CPR / AED as necessary and within scope of training and experience
- Person in charge make necessary notifications within PAR / Project ASAP with the injured parties care and scene safety as the first priority
- Follow guidance of Safety / PAR Management / Customer Management

### Fire:

- Establish Scene Safety – Evacuate as necessary as pre-determined, Account for all persons
- Call 911 and Customer for System Operations assistance as necessary
- Response per pre-job brief and emergency plan of the day (escort emergency responders, etc.)
- **Select appropriate portable Fire Extinguishers** (ABC multi-class supplied by PAR), Water cans may be supplied as necessary for Heat / Flame Producing operations during dry brush conditions
- Classes of Fire: **Class A** – Ordinary Combustibles; **Class B** – Flammable & Combustible Liquids / Gasses; **Class C** – Energized Electrical Equipment; **Class D** – Combustible Metals
- Fighting Incipient Stage Fire (Small, under general control): Approach with wind and escape path to your back; Use “**PASS**” *Pull* (the pin) – *Aim* (towards base of flame) – *Squeeze* (handle of ext.) – *Sweep* (nozzle back and forth across fuel to flame space until empty)
- **Evacuate if you do not feel safe or directed to do so!**
- **Class B fires** – Shut off source of fuel; watch for spillage of fuel that could entrap you
- **Class C fires** – De-energize before attempting to fight fire
- **Do Not Expose Yourself to Smoke**, if this is not possible, evacuate to assembly point and wait for the Fire Department
- Person in charge make necessary notifications within PAR / Project ASAP with the injured parties care and scene safety as the first priority
- Follow guidance of Safety / PAR Management / Customer Management.

## Hazardous Material Spill

- Establish Scene Safety – Evacuate as necessary as pre-determined, Account for all persons
- Call 911 for assistance as necessary (immediate risk of fire or explosion; hazard to the general public)
- In case of Flammable / Combustible Liquids / Gasses – Immediately Shut Down all running equipment; extinguish any sources of ignition including smoking materials
- Notify PAR Mechanic if Equipment is involved
- PAR Management may call assistance from specialty spill contractor such as “Clean Harbors Environmental”
- Identify the material spilled / leaking
- Deploy Spill kits from a safe position with wind at your back, using appropriate basic PPE
- Divert / contain spillage to prevent from entering wetlands; drainage basins; streams; brooks and waterways
- Clean-up in accordance with training (routine materials normally used by familiar employees under Hazard Communication Training only); Unless directed to await a spill contractor by management
- Person in charge make necessary notifications within PAR / Project ASAP with the injured parties care and scene safety as the first priority
- Follow guidance of Safety / PAR Management / Customer Management

• SPILLS • EXPOSURES • POISONINGS • SPILLS • EXPOSURES •

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**SPILL PREVENTION**

- **Inspect** all equipment daily for leaks prior to beginning work. Repair leaks or remove equipment from service, if necessary.
- Tightly **seal** and clearly label all motor oil, lube oil, chemicals, and other polluting substances.
- Keep **spill kits** on all vehicles and inspect regularly.
- Do not store, service, or fuel construction equipment, vehicles, or hazardous material within 100’ of any environmentally sensitive area (i.e. water body, archeological, rare species area).

**SPILL RESPONSE**

<p><b><u>CONTROL</u></b> Initiate immediate actions:</p> <ul style="list-style-type: none"> <li>• Follow proper safety procedures</li> <li>• Stop leak, shut off equipment, close valves.</li> <li>• Remove all non-essential personnel.</li> <li>• Use a container or absorbent pad to catch leak or spill-prevent contact with soil.</li> <li>• Use speedy dry, sorbent socks, sand or dirt berm to prevent the spread.</li> </ul>	<p><b><u>NOTIFY</u></b> CALL Safety Coordinator <b>Joseph Battaglia 413-302-0750</b> Provide the following</p> <ul style="list-style-type: none"> <li>• Location or structure#</li> <li>• Material(s) involved</li> <li>• Quantity spilled and maximum likely release</li> <li>• Time of release/discovery</li> </ul>	<p><b><u>CLEAN-UP</u></b></p> <ul style="list-style-type: none"> <li>• Place contaminated soil &amp; absorbents into labeled containers, or cover stockpiled soil with plastic sheeting.</li> <li>• Restore the affected area.</li> <li>• Decontaminate tools &amp; equipment used to clean up.</li> <li>• Arrange for proper disposal of any waste materials.</li> <li>• If necessary, PAR will employ a contractor for spill clean up.</li> </ul>
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## **Vehicle or Equipment Accident**

- Establish Scene Safety – Evacuate as necessary, Account for all persons
- Call 911 for all public roadway / highway accidents
- Obtain vehicle and personal information from other driver(s) involved in accordance with the “Accident Packet” in all glove boxes of trucks
- Take pictures of the scene and all involved vehicles, etc. prior to movement from actual accident position / location if safe to do so
- Person in charge make necessary notifications within PAR / Project ASAP with the injured parties care and scene safety as the first priority
- Follow guidance of Safety / PAR Management / Customer Management
- Notify PAR Mechanic

## **Personnel Safety Emergency / Security (Police Matter)**

- Establish Scene Safety – Evacuate as necessary, Account for all persons
- Call 911
- Person in charge make necessary notifications within PAR / Project ASAP with the injured parties care and scene safety as the first priority
- Follow guidance of Safety / PAR Management / Customer Security / Customer Management

## Media Relations

In the event that the news media arrives at the scene of an incident contact your supervisor immediately. Do not answer any questions or give any statements, on or off the record. Refer all questions/ inquiries to the senior member of the PAR management team on site.

Only the authorized PAR representatives shall answer any questions or make any statements.

Direct all inquiries to:

### **Joseph Battaglia**

Safety Coordinator

PAR Electrical Contractors

70 Fuller Rd.

Chicopee, MA 01020

Phone- (413) 302-0750

[jbattaglia@parelectric.com](mailto:jbattaglia@parelectric.com)

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Superintendent

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# HAZARDOUS WILDLIFE

## Tick Safety

How should a tick be removed?

Grasp the mouthparts with tweezers as close as possible to the attachment (skin) site. Be careful not to squeeze, crush or puncture the body of the tick, which may contain infectious fluids. After removing the tick, thoroughly disinfect the bite site and wash hands. See or call a doctor if there are concerns about incomplete tick removal. Do not attempt to remove ticks by using petroleum jelly, lit cigarettes or other home remedies because these may actually increase the chance of contracting a tick-borne disease. DEVICES SUCH AS THE “Tick Key” ARE SAFE AND USEFUL TOOLS TO REMOVE EMBEDDED TICKS – Contact Safety for one if you do not have one.

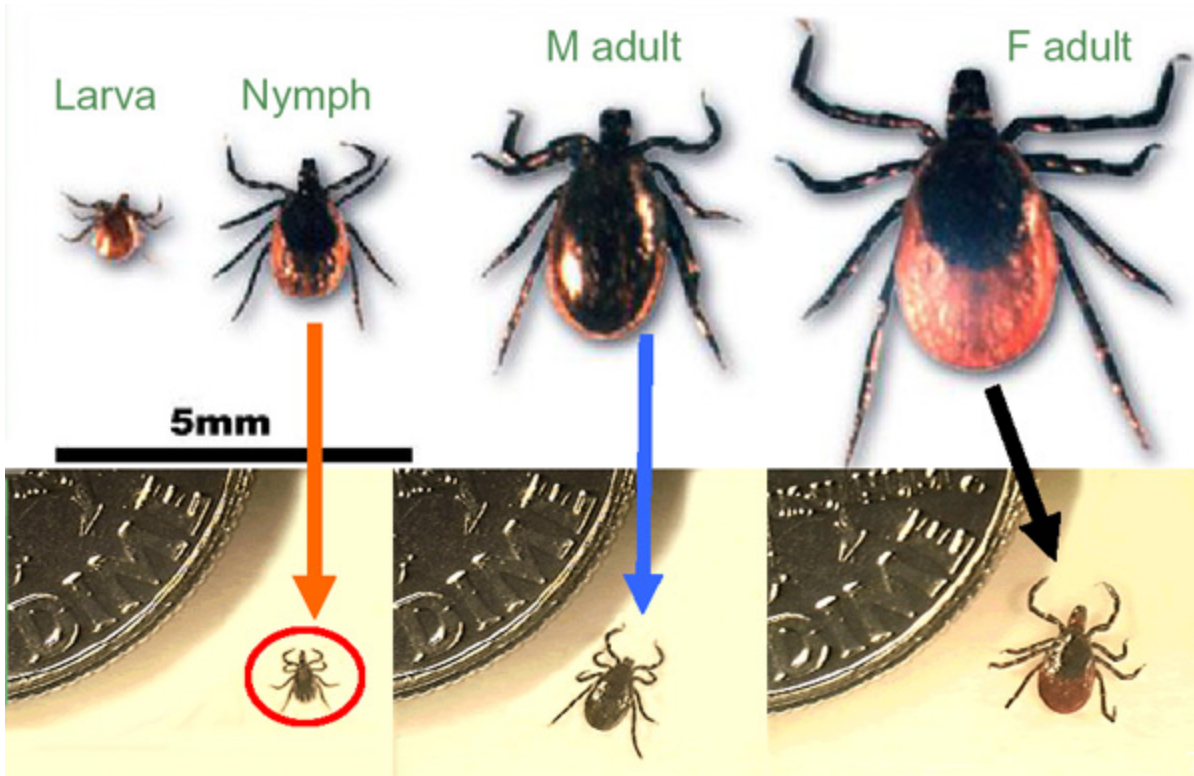
- Removed ticks should be preserved in a clean plastic bag or container with a damp tissue enclosed – Safety can have the tick tested to verify if it carries disease causing bacteria and if it has ingested your blood

How is Lyme disease transmitted?

Not all deer ticks are infected with the bacteria that cause Lyme disease. Ticks can become infected if they feed on small animals that are infected. The disease can be spread when an infected tick bites a person and stays attached for a period of time. In most cases, the tick must be attached for 36 hours or more before the bacteria can be transmitted. Lyme disease does not spread from one person to another. Transfer of the bacteria from an infected pregnant woman to the fetus is extremely rare.

What are the symptoms of Lyme disease?

In 60-80 percent of cases, a rash resembling a bull's eye or solid patch, about two inches in diameter, appears and expands around or near the site of the bite. Sometimes, multiple rash sites appear. The early stage of Lyme disease is usually marked by one or more of the following symptoms: chills and fever, headache, fatigue, stiff neck, muscle and/or joint pain, and swollen glands. If Lyme disease is unrecognized or untreated in the early stage, more severe symptoms may occur. As the disease progresses, severe fatigue, a stiff aching neck, and tingling or numbness in the arms and legs, or facial paralysis can occur. The most severe symptoms of Lyme disease may not appear until weeks, months or years after the tick bite. These can include severe headaches, painful arthritis, swelling of the joints, and heart and central nervous system problems.



## Poison Ivy and Plant Safety

"leaves of three, let them be" is often easier said than done, especially if you plan on spending a lot of time outside this summer.

Each year, an estimated 25 million to 40 million people in the United States will feel the infamous itch of poison ivy, a plant found throughout North America that typically grows in the form of a vine, often along riverbanks. For most people, this itchy rash will appear one or two days after they have been exposed to the plant, and condition can last anywhere from 10 days to three weeks.

"The allergic reaction from poison ivy is caused by oil in the plant," said Lisa Hammer, M.D., a pediatrician at the University of Michigan C.S. Mott Children's Hospital. "The reaction usually starts with redness and swelling of the skin, which is then followed by either bumps or blisters."

More than 50 percent of people are sensitive to this oil -- a colorless, odorless resin called urushiol -- contained in the leaves of poison ivy.

To take the "itch" out of summer for both kids and adults, Hammer offers tips to help treat poison ivy and advice on how to avoid contact with the three leaves of this poison plant.



1. Wash the area. "If you come into contact with poison ivy, the best advice is to wash your skin as quickly as possible with soap and cold, running water," Hammer said. Do this within minutes of coming into contact with the plant to prevent the oil from absorbing into the skin. Also, avoid vigorously scrubbing the area or using hot water since this may further open pores or cause more irritation to the skin.
2. Cool off. "People with poison ivy tend to find relief from cool baths or cool compresses," Hammer said. She also recommends massaging the affected area with an ice cube for relief. However, don't forget to let the area air dry after soaking or massaging it with an ice cube. Allowing it to air dry will reduce itching and oozing of blisters.
3. Use oral or topical antihistamines. Oral antihistamines such as Benadryl will help to reduce the itch of poison ivy. Hammer also recommends the use of topical creams such as calamine lotion to ease itching.
4. Wash clothing and shoes. Be sure to wash the items you were wearing when you came into contact with the poison ivy. Use soap and hot water to remove any oil that may still be on these items.
5. Give Fido a bath. The rash caused by poison ivy can spread if there are oils from the plant on your pet's fur, or even on other items around the yard such as gardening tools. Hammer recommends

thoroughly washing both pets and other items that may have come into contact with poison ivy to remove the oils.

6. Stop the rash from spreading to others. The fluid from the sores caused by poison ivy is not contagious. Hammer said that the rash caused by poison ivy will only spread to other areas of the body if the oil from the plant is still on your skin. And the rash will only spread to another person if you have oil on your hand and touch the individual. Once the oil has been removed from your skin, it is no longer possible to spread the rash to other areas of your body.
7. If the reaction is severe, seek medical attention. Most cases of poison ivy can be handled at home. In rare cases, however, poison ivy can be extremely serious or even fatal. "Occasionally, poison ivy can become a more severe situation in someone who's highly sensitized to the reaction, or if someone is exposed to a large amount of the oil, either by breathing in fumes when the plant is being burned or having the oils enter areas of broken skin," Hammer said.

"In general, the best advice is to try to prevent coming into contact with poison ivy," Hammer said. "Familiarize yourself with the plants growing in your area of the country and how they look at different times of the year so you can steer clear of poison ivy and other plants that may cause an allergic reaction."

- PAR Safety has a supply of "Pre Exposure Barrier Lotion" and Special Skin Cleanser that dissolve the oils of poisonous plants from the skin if used ASAP after suspected exposure.

## Snakes of New England

### How To Avoid Snakebites

Before venturing out into the wilderness, familiarize yourself with the snakes of your area, both venomous and non-venomous species.

- Learn which habitats the venomous species in your region are likely to be encountered in, and use caution when in those habitats.
- Always take a buddy into the field with you.
- Wear boots and loose-fitting pants if you are venturing into venomous snake territory.
- Try as much as possible not to take a snake by surprise. Stay on trails, and watch where you place your hands and feet, especially when climbing or stepping over fences, large rocks, and logs, or when collecting firewood.

### How To Treat Snakebites

Venomous snakebites are rare, and they are rarely fatal to humans. Of the 8,000 snakebite victims in the United States each year, only about 10 to 15 die. However, for any snakebite the best course of action is to get medical care as soon as possible.

- Try to keep the snakebite victim still, as movement helps the venom spread through the body.
- Keep the injured body part motionless and just below heart level.
- Keep the victim warm, calm, and at rest, and transport him or her immediately to medical care. Do not allow him to eat or drink anything.
- If medical care is more than half an hour away, wrap a bandage a few inches above the bite, keeping it loose enough to enable blood flow (you should be able to fit a finger beneath it). Do not cut off blood flow with a tight tourniquet. Leave the bandage in place until reaching medical care.
- If you have a snakebite kit, wash the bite, and place the kit's suction device over the bite. (Do not suck the poison out with your mouth.) Do not remove the suction device until you reach a medical facility.
- Try to identify the snake so the proper antivenin can be administered, but do not waste time or endanger yourself trying to capture or kill it.
- If you are alone and on foot, start walking slowly toward help, exerting the injured area as little as possible. If you run or if the bite has delivered a large amount of venom, you may collapse, but a snakebite seldom results in death.

There are 11 species of snakes that are native to New Hampshire. Some of these species, such as the garter snake are common and widespread across the state. Other species like the timber rattlesnake are extremely rare and are now state protected. Five of the 11 species (i.e., timber rattlesnake, eastern hognose snake, northern black racer, smooth green snake, and ribbon snake) were identified as species in greatest need of conservation in New Hampshire's Wildlife Action Plan completed in the fall of 2005. Overall, snakes are poorly studied and basic distribution and life history information is lacking. The New Hampshire Fish & Game maintains a database of all reptile and amphibian reports through its Reptile and Amphibian Reporting Program (RAARP). The first step to reporting a sighting is accurately identifying the species. Information and photographs were compiled for all of New Hampshire's native snakes to aid in this identification process:



- [Garter snake](#) (*Thamnophis sirtalis*)
- [Ribbon snake](#) (*Thamnophis sauritus*)
- [Brown snake](#) (*Storeria dekayi dekayi*)
- [Northern red-bellied snake](#) (*Storeria occipitomaculata occipitomaculata*)
- [Ringneck snake](#) (*Diadophis punctatus edwardsii*)
- [Smooth green snake](#) (*Opheodrys vernalis*)
- [Milk snake](#) (*Lampropeltis triangulum triangulum*)
- [Eastern hognose snake](#) (*Heterodon platirhinos*) – State Endangered
- [Northern black racer](#) (*Coluber constrictor constrictor*) - State Threatened
- [Northern water snake](#) (*Nerodia sipedon sipedon*)
- [Timber rattlesnake](#) (*Crotalus horridus*) – State Endangered
- **PLEASE DO NOT KILL SNAKES.** NH has only one venomous snake, the timber rattlesnake, which is protected by law. If you think you see a timber rattlesnake, please leave it alone



[Timber rattlesnake](#)



[Milk snake](#)



[Ribbon snake](#)



[Northern black racer](#)



[Eastern hognose snake](#)



[Garter snake](#)



[Northern water snake](#)



[Ringneck snake](#)



[Brown snake](#)



[Smooth green snake](#)



[Northern red-bellied snake](#)

**Venomous Species in CT**

- Timber Rattlesnake

Found in forests with Rocky outcroppings

- Copperhead

Found in open woods on edges of swamps and meadows

## Bear Safety

### If You Encounter a Bear...

- Remain calm and avoid sudden movements.
- Give the bear plenty of room, allowing it to continue its activities undisturbed. If it changes its behavior, you're too close so back away.
- If you see a bear but the bear doesn't see you, detour quickly and quietly.
- If a bear spots you, try to get its attention while it is still farther away. You want it to know you're human so talk in a normal voice and waive your arms.
- Remember that a standing bear is not always a sign of aggression. Many times, bears will stand to get a better view.
- Throw something onto the ground (like your camera) if the bear pursues you, as it may be distracted by this and allow you to escape.
- Never feed or throw food to a bear.



### If a Bear Charges...

- Remember that many bears charge as a bluff. They may run, then veer off or stop abruptly. Stand your ground until the bear stops, then slowly back away.
- Never run from a bear! They will chase you and bears can run faster than 30 mph.
- Don't run towards or climb a tree. Black bears and some grizzlies can climb trees, and many bear will be provoked to chase you if they see you climbing.
- If you have pepper spray, be sure that you have trained with it before using it during an attack.

## Poisonous Spiders

**Brown Recluse Spider (*Loxosceles reclusa*):** Brown recluse spiders belong to a group of spiders commonly known as violin spiders or fiddlebacks, because of a characteristic fiddle-shaped pattern on their head region. The brown recluse is golden brown with a dark brown or black "fiddle," which is often shiny. They range from 5-15 mm (1/4 to 3/4 inch) long. Brown recluse spiders are found primarily in the South and Midwest. They are rarely, if ever, found in New Hampshire. Brown recluse spiders live in basements and garages of houses, often hiding behind boards and boxes. Bites sometimes occur when the spiders hide in towels or clothing. They are seldom aggressive and bite only when threatened or injured.



Adult brown recluse spider.  
Photo from the University of Kentucky  
Cooperative Extension Service.

The severity of the bite of the brown recluse may vary from no symptoms at all to a reaction that is very severe. Often there is a systemic reaction within 24-36 hours of the bite characterized by restlessness, fever, chills, nausea, weakness and joint pain. There is often tissue death at the site of the bite. In some severe cases, a wound may develop that lasts several months. In all cases, a physician should be notified. If at all possible, kill and take the spider to the physician for positive identification. It is important to note that many wolf spiders are similar in appearance to the brown recluse, but the wolf spider is hairy, larger and more robust than the brown recluse.

# Hearing Protection Should be worn when working around:

Chain saws	Welding machines
Concrete cut-off saws	Ground tampers
Table saws	Powder-actuated tools
Skill saws	Vibratory Plow Tractors
Air grinders	Trenchers
Pavement breakers	Blasting operations
Electric grinders	Hammer drills
Pneumatic chipping tools	Horizontal Directional Drilling (HDD) operations
Bull dozers	Excavation equipment
Concrete pumpers	Locate equipment (water jetting and vacuum truck)
Impact wrenches	Jackhammers
Arc gouging torches	Wood Chippers
Air compressors	
Cherry pickers	
Pile drivers	

**This is not intended to be a complete listing, all tasks should be evaluated.**

## Heat-Related Illness Tips for Preventing

The best defense is prevention. Here are some prevention tips:

- Drink more fluids (nonalcoholic), regardless of your activity level. Don't wait until you're thirsty to drink. Warning: If your doctor generally limits the amount of fluid you drink or has you on water pills, ask him how much you should drink while the weather is hot.
- Don't drink liquids that contain alcohol or large amounts of sugar—these actually cause you to lose more body fluid. Also, avoid very cold drinks, because they can cause stomach cramps.
- Stay indoors and, if at all possible, stay in an air-conditioned place. If your home does not have air conditioning, go to the shopping mall or public library—even a few hours spent in air conditioning can help your body stay cooler when you go back into the heat. Call your local health department to see if there are any heat-relief shelters in your area.
- Electric fans may provide comfort, but when the temperature is in the high 90s, fans will not prevent heat-related illness. Taking a cool shower or bath, or moving to an air-conditioned place is a much better way to cool off.
- Wear lightweight, light-colored, loose-fitting clothing.
- NEVER leave anyone in a closed, parked vehicle.
- Although any one at any time can suffer from heat-related illness, some people are at greater risk than others. Check regularly on:
  - Infants and young children
  - People aged 65 or older
  - People who have a mental illness
  - Those who are physically ill, especially with heart disease or high blood pressure
- Visit adults at risk at least twice a day and closely watch them for signs of heat exhaustion or heat stroke. Infants and young children, of course, need much more frequent watching.



## If you must be out in the heat:

- Limit your outdoor activity to morning and evening hours.
- Cut down on exercise. If you must exercise, drink two to four glasses of cool, nonalcoholic fluids each hour. A sports beverage can replace the salt and minerals you lose in sweat. Warning: If you are on a low-salt diet, talk with your doctor before drinking a sports beverage. Remember the warning in the first “tip” (above), too.
- Try to rest often in shady areas.
- Protect yourself from the sun by wearing a wide-brimmed hat (also keeps you cooler) and sunglasses and by putting on sunscreen of SPF 15 or higher (the most effective products say “broad spectrum” or “UVA/UVB protection” on their labels).



# Frostbite/ Trench Foot

- **Frostbite**
- First Degree
- Second Degree
- 3rd & 4th Degree



Cold weather is here, and it brings risks for us when working outdoors. Exposure can cause serious health problems including frostbite, trench foot, and hypothermia. The environmental conditions that can cause cold-related stresses on the body include low temperatures, high winds, dampness, and cold water..

- **FROSTBITE** *(continued)*
- **Third and Fourth Degree:**
- **In deep frostbite (third and fourth degree), the nerves, blood vessels, muscles and tendons all freeze. Purple blood-filled blisters form. Movement and feeling can be lost permanently. Fingers and toes can develop gangrene and have to be amputated.**



- **TRENCH FOOT**
- **When feet are exposed to cold and wet conditions, trench foot can develop. Freezing is not required and this can happen at temperatures up to 60 degrees F. The feet become numb, turn red or blue, and then tissue dies due to a lack of blood flow. When worse, the feet can swell, have blistering and open sores, and smell due to rotting flesh. Gangrene leads to amputation. When trench foot is treated early, a full recovery is possible.**



- **Cold-related illnesses are preventable with proper personal protective clothing. Wear at least three layers of clothing. The inner layer should be moisture wicking. The outer layer should be water- and wind- resistant. Protect feet, hands, face and head. Assure clothing is dry and have a change of clothing in case work clothes get wet. Footwear should be insulated and protect against cold and dampness. These principles also apply to the prevention of hypothermia**

