



Name of Vendor: _____

Items Required From Vendor:

- CRH Supplier Code of Conduct. Acknowledgment and acceptance sign off attached. Available on DCC website.
- Proof of Automobile Insurance is mandatory (Minimum \$2,000,000 Liability) and proof of Commercial General Liability (CGL) Insurance (Minimum \$2,000,000 Liability).
- Valid WCB Clearance Certificate or Independent Operator Coverage Waiver.
- Copy of company Health & Safety Policy Statement
- Mobile Equipment / Truck Safety Policy and Acknowledgement Sheet
- Overhead Powerline Procedure / Policy and Acknowledgement Sheet

Note: In some cases the above list may not apply in its entirety, references must be made to the DCC Vendor Compliance Package.

The Vendor is required to discuss Mobile Equipment / Truck Safety Policy and the Overhead Powerline Procedure with all employees. A signed, general attendance list for these employees must be attached to the acknowledgement sheet.

Please forward all Subcontract Documentation to the attention of the Contracts and Credit Department or email: dccap@ca.crh.com. All Vendor Documentation must be addressed to the attention of the Purchasing Department or email: dcccompliance@ca.crh.com. Failure to do so may cause your payment to be withheld.



		Control number		DCC-E3-003		
		✓ Classification - Policy - Procedure		Pertains to : E Q OH&S No No Yes		
Subject Mobile Equipment & Back Up Policy		- Work instruction		HAC number N/A		
		- Form				
		- Other (describe):				
Revision number 7	Date of Review / Revision April 6, 2017		Date of 1st issue September 12, 2005			
Originating department Safety		Prepared by John Serafini Title Health Safety Environment Coordinator		Approved by Jim LaFontaine Title Health & Safety Manager		
Distribution Dufferin Construction Company					Page 2 of 16	

1. OBJECTIVE:

Dufferin Construction Company is vitally interested in the occupational health and safety of all of its employees, independent brokers/contractors and members of the public. Our company is committed to meeting or exceeding all of the legal minimum requirements, duties, and the standards set by the applicable provincial health and safety legislation and highway traffic legislation.

We encourage every employee and, independent broker/contractor and hourly rental, to be concerned not only about his or her own health and safety, but also to ensure healthy and safe work practices of others around them.

Health and safety is everyone’s business. Ensuring full compliance with the applicable provincial health and safety legislation and highway traffic legislation, will not only make our company a healthier and safer workplace, but also improve employee morale and encourage other good business practices.

2.0 POLICY

Dufferin Construction Company adopts and will enforce the following rules:

- All workers must read and become familiar with; the Dufferin Construction Company Mobile Equipment/Truck Safety Policy, the Occupational Health and Safety Act, Regulations and Code, and the Traffic Safety Act and its regulations, and adhere to the safe work procedures as detailed therein.
- Dufferin Construction Company mandates that all dump trucks and mobile equipment entering or operating on Dufferin sites must be equipped with an audible automatic back-up alarm that signals when the truck or mobile equipment is being operated in reverse.



- Signs are posted on Dufferin job sites that “Drivers must obey a signal person”. When a signal person is required, all truck or mobile equipment operators must adhere to the signal person. All drivers and operators are to immediately stop if the signal person is not in full view of the operator at all times.
- CSA approved PPE must be worn at all times including: Hard hats; safety vests; safety footwear; safety glasses and **long pants are mandatory** when operators exit their vehicles and equipment at all Company construction project sites, yards, shop and plant locations. This also includes workers working on the project. **Shorts must not be worn on a Dufferin Construction Project.**
- All drivers and operators must obey all signage, including but not limited to: speed limits; stop; and yield signs at all Company locations and surrounding areas. Truck drivers are not allowed to exit their vehicles while being loaded at the Company’s Plants and Yards.
- Truck drivers are prohibited from banging their tailgates at all Dufferin Construction project sites, yards, plant and shop locations in heavily populated residential areas during night operations.

Where applicable and/or required under contracts with Alberta Transportation, subcontractors and hourly rental operators may be required to supply Dufferin Construction Company with the following information:

1. Appropriate documentation to validate college of trades hoisting license or other Provincial Safety Qualification or other certifications (when applicable)
2. Proof of valid vehicle Safety Fitness certificate (when applicable)
3. Proof of Automobile Insurance coverage and Commercial General Liability (CGL); minimum 2 million dollars (\$2,000,000) for hourly rental operators and a minimum of 5 million dollars (\$ 5,000,000) for subcontractors.
4. Proof of vehicle ownership
5. Copy of company Health and Safety Policy Statement
6. Proof that the driver has received a copy of Dufferin Construction’s Mobile Equipment/Truck Safety Policy and signed acknowledgement sheet.
7. Proof that the driver has received a copy of Dufferin Construction’s Overhead Powerline Procedure and signed Policy and acknowledgement sheet.
8. Valid WCB Clearance Certificate or Waiver of Coverage for Independent Operators, renewed every 90 days where required
9. CRH Supplier Code of Conduct. Please refer to the DCC website www.dufferinconstruction.com

** DCC personnel must also review the Vendor Compliance Package.

Dufferin Construction Company will **NOT** accept, tolerate or condone any breach of any statutory requirements of Dufferin’s Mobile Equipment/Truck Safety Policy, the Occupational Health and Safety Act, Regulations and Code, and the Traffic Safety Act.



3.0 Procedures

Dump trucks and heavy equipment such as loaders, dozers, graders, and backhoes have blind spots that restrict or prevent the operator viewing the intended path of travel. As a result, it is essential that you employ a variety of control strategies to address construction vehicle hazards. Preventing construction vehicle hazards can be achieved through:

- Site Planning
- Use of Signalers
- Training
- Warning Signs; and
- Backup Warning Alarms

3.1 Internal Traffic Protection Plan

- The Internal Traffic Protection Plan (ITPP) must be developed in writing and communicated to all workers on the site if any of them may be exposed to a hazard from vehicular traffic as the Occupational Health and Safety Act.
- The Internal Traffic Protection Plan (ITPP) will detail the hazards of vehicular traffic patterns and identify drive thru operations and reduce the need for reversing vehicles. The ITPP will consist of a drawing/sketch of the work zone indicating the scope of work and the measures to prevent a struck by event .
- The ITPP must be communicated to the work crews prior to implementation and a copy of the plan must be kept on the project at all times.
- Upon completion of a Mobile Equipment Risk Assessment by the Supervisor a Back-up Permit may be required on the project. The Back-up permit must be reviewed with workers on site.
- Implementation of the ITPP will identify opportunities to maximize drive through operation and reduce the frequency of reversing equipment.
- Supervisor must plan the work for maximum segregation and separation of work activities.
- This can be accomplished by erecting a barrier with prominent warning signs advising:

DANGER DUE TO REVERSING EQUIPMENT

DO NOT CROSS BARRIERS

3.1.1 Ten Foot Rule

- The Ten Foot Rule is a shared responsibility to eliminate struck by incidents. Operators must not bring their equipment/vehicle within ten (10) feet of workers on foot and workers on foot must never enter a machine's blind spot without waiting for eye contact and receiving an all clear via WAIT FOR THE WAVE.



3.2 Back Up Signalers

A signaler must be used where:

- The operator's view of the intended path of travel is obstructed; or
- A person could be endangered by the vehicle, equipment or by its load.

A signaler must be a competent worker, meaning he/she must receive a combination of written and verbal training/instruction.

3.3 Signaler Procedures

- Signalers must follow the **Ten Foot Rule** at all times. Signalers must introduce themselves to drivers and equipment operators and advise of the project specific plan and signal procedures. Furthermore, operators are to be instructed not to travel in reverse or reverse as little as possible; Where required, the operator must be assisted by the designated signaler.
- Operators must understand that, where visibility is obstructed, no equipment will move without the signaler's assistance.
- Always discuss the signals to be used with the vehicle operator before proceeding. (This also applies if using a stop/slow sign or an escort vehicle.)
- Signalers must stand outside the equipment's path of travel and remain in the operator's mirror at all times. The signaler position must be altered as the vehicle/machine is reversing or when signaling a articulating machine. IE Rock Truck.
- When directing on-site traffic, the signaler must have a clear view of the intended path of the vehicle and when hand signals are used he/she must be fully visible to drivers to ensure that signals are received.
- Know and use standard signals for on-site traffic.
- When visual signals are used, they must be clear.
- For radio communication, equipment must be in good operating condition and batteries fully charged.
- Signalers must not perform other work while performing the role of signaler.
- While signaling, the worker should not do any other work. Equipment operators must stop their vehicle at once if the signal or is not paying attention to the task at hand. Once signaling is finished, the worker should continue regular work until required to signal again.
- Stay alert to recognize and deal with dangerous situations.
- Understand the maneuvering limitations of vehicles and equipment.
- Stand where you can see and be seen by the driver or operator.
- Make eye contact with driver or operator before signaling or changing location.
- Know driver and operator blind spots.
- If a hazard on the passenger side of the vehicle cannot be seen clearly, the signaler should stop the vehicle to check its distance from the hazard before returning to the driver's side.
- Prominent warning signs advising:

Drivers Do Not Reverse Without Signaler



3.4 Training

Site personnel should be trained to recognize blind spots, the areas around every vehicle that are partly or completely invisible to the operator or driver, even with the help of mirrors.

- Training should reflect the following content:
- Project specific traffic control and both Internal and External Traffic Protection Plans.
- Drive-through operational procedures
- Barrier control
- Equipment blind spots
- Understand the effect of blind spots around vehicles and equipment.
- How to work safely around trucks and operating equipment.
- Avoid entering or standing in blind spots and adherence to the Ten Foot Rule.
- Make eye contact with the driver or operator before approaching equipment.
- Signal intentions to the driver or operator.
- Avoid standing and talking near vehicle paths, grading operations and other activities where heavy equipment is moving back and forth.
- Advise fellow workers whenever they may be in a hazard location.

3.5 Worker Duties:

- Workers must be aware of vehicles in motion around them and operator blind spots.
- They must avoid standing working, kneeling, or congregating in these areas.
- Workers must make eye contact with the operator before approaching the equipment Ten Foot Rule hazard zone and indicate their intention. **WAIT FOR THE WAVE!**
- Never walk behind a vehicle which is backing-up.
- Never stand in the vicinity of vehicles in motion.
- Alert the operator should the back up alarm fail or any other safety concerns which may lead to a potential hazard to workers.

3.6 Operator Duties:

- Operators will conduct a pre-start equipment circle checks to ensure an inspection of the equipment is completed as per the Operator Manual and Dufferin Construction policy amendments effective January 3, 2017. Hourly rental equipment operators and DCC operators will use the revised inspection books and maintain a copy in the cab of the machine each day. Copies of the equipment inspection will be handed into the Supervisor on a daily basis. All truck drivers will conduct pre-trip inspections as per the Traffic Safety Act rules.
- Operators should remain in their cab whenever possible to avoid being struck by other vehicles. If an operator leaves the cab he/she must wear all PPE noted in 2.0.
- Properly adjust mirrors and use them continuously to check both sides of the vehicle and watch for people moving into the blind spots. Make sure all mirrors are functional and properly adjusted for the best view. If the vehicle, machine or equipment has a back-up camera or other safety system these devices must be maintained to ensure proper working order at all times.



- Always adhere with the Ten Foot Rule and obey the designated signaler. If the signaler disappears from view, stop the vehicle immediately and wait until the signaler returns and signals the operator to proceed.

3.7 Dump Areas

- Dumpsites are to be assessed by the Supervisor and determined to be “pedestrian free zones” to workers on foot, including dump truck drivers exiting their vehicles.
- An Internal Traffic Protection Plan must be completed to validate the area is a “pedestrian free zone”.

3.8 Personal Protective Equipment (PPE)

General PPE

CSA approved PPE must be worn by all workers, including as a minimum: hard hat, safety glasses, safety vest and safety boots. Depending on site conditions and environmental hazards, additional PPE may be necessary, including:

- Hot conditions: shirt and full-length pants are mandatory; insect repellent may also be required in some locations;
- Cold conditions: warm layered clothing, especially gloves, boots and hard hats with winter liners
- Wet conditions: High Viz CSA approved rainwear
- Dusty conditions or where stones may be projected: safety goggles which prevent wind-blown dust from entering the eye, hearing protection, respiratory protection, or other PPE as required by the Supervisor’s risk assessment.

Specific PPE (Protective Garment)

- Protective garments (vests, etc.) to be worn by all workers exposed to vehicular traffic, including the motoring public; and construction equipment & vehicles.
- Protective garments must be CSA Z96 standards for High Visibility or at a minimum: Blaze orange fluorescent safety vest or equivalent garment with retroreflective stripes on the front and back.
 - Fluorescent blaze (or international) orange with 2 retro reflective, fluorescent yellow stripes (5 cm wide) on front & back.
 - Stripes in the Front must be vertical and stripes on the Back must be an “X”
 - Vests: Adjustable fit
 - Nylon vest: Side & front tear away features
 - Nighttime: Retro reflective silver stripes on ankles and wrists or equivalent side stripes with a total area 50 cm per side.
 - Vests and Garments that meet the CSA Z96 standard for approved high visibility wear
- Green Safety vests having CSA Z96 approval are recommended for signal persons; traffic control persons; workers erecting and/or dismantling traffic control devices on a roadway; and all designated back up signal persons. This was a recommendation by employees of Dufferin Construction and their respective Safety Grass Roots Culture teams.

A division of CRH Canada Group Inc.



3.9 Warning Messages

Signs

- Warning signs should be posted prominently to instruct construction vehicle operators and workers that a signaler must be used when traveling in reverse

DANGER DUE TO



- Signs are available from the Infrastructure Health and Safety Association of Ontario. Warning signs can be customized with project specific messages.
- Warning signs must be located prominently on all projects where reversing operations occur. Warning signs are useful for advising operators and workers on foot of the dangers and safe work practices
- Warning signs should be posted at:
- All project entrance points
 - In the vicinity of reversing operations
 - Warning signs may convey the following message:

DANGER DUE TO REVERSING EQUIPMENT OPERATORS MUST OBEY SIGNALERS

- Warning signs at designated dump sites should convey the following message:

DANGER DUE TO REVERSING EQUIPMENT ACCESS PROHIBITED

3.10 Vehicle Backup Warning Alarms

- All mobile equipment, vehicles and dump trucks must be equipped with operational automatic audible backup warning alarms. Light duty vehicles are exempt from this requirement such as smaller class vehicles including half ton pick-up trucks, SUV's and similar. If you are not sure which vehicle requires a back-up alarm contact your company representative or the Health and Safety Department.
- Supervisors must be advised immediately by any worker if a vehicle, mobile equipment or dump truck is operated on the project without an operating backup alarm.
- Any vehicle or equipment that requires an automatic audible back up alarm and whose alarm is not working requires the vehicle or equipment to be stopped and tagged out of service until the necessary repairs are made.

Backup alarms are most effective in areas of limited background noise and the Company continues to test various “white noise” back up alarms or other systems that will differentiate sound from other industry or other OEM reversing alarm devices.



DUFFERIN CONSTRUCTION COMPANY
MOBILE EQUIPMENT/TRUCK SAFETY POLICY

Conformation of Compliance

Name of Company or Independent Broker: _____

Address: _____

City: _____ Province: _____

Postal Code: _____

Telephone No: _____ Fax No: _____

AB Transportation Safety Certificate No: _____

Vehicle Insurance Certificate (Attach)

WCB Clearance Certificate (Attach)

I acknowledge that I have received a copy of the Dufferin Construction Company Mobile Equipment/Truck Safety Policy.

Date

Name (printed)

Signature

Please forward completed forms to:

Purchasing Department
Dufferin Construction Company
Attention Jen D’Cunha
585 Michigan Dr.
Unit 1, Oakville, Ontario, L6L 0G1 or Fax 905-842-2137

All Vendor Documentation must be addressed to the attention of the Purchasing Department or email: dcccompliance@ca.crh.com. Failure to do so may cause your payment to be withheld within two weeks of receiving purchase order.



OVERHEAD POWERLINES - POLICY & PROCEDURES

The Company adopts and will enforce the following rules:

OVERHEAD ELECTRICAL POWER LINES

- Before any work begins, the contractor, subcontractor or vendor and its applicable employees must investigate and be aware of any overhead electrical power or communication lines and maintain a safe distance at all times in accordance with the OH&S Code.
- The attached policy and procedure must be communicated to all affected personnel.

In addition to the overhead powerlines policy and procedures, all personnel must adhere to the following;

- Hard hats, eye protection, safety vests, safety footwear and long pants are mandatory when operators exit their vehicles and equipment at all company construction project sites, yards, shop and plant locations. This also includes workers actively working on the job site. Shorts are prohibited from being worn on any construction project.
- Drivers and operators must obey all signage, including but not limited to: speed limit, stop, and yield signs at all Company locations and surrounding areas. Truck drivers are not allowed to exit their vehicles while being loaded at the Company's Plants and Yards. Drivers and operators must not reverse their vehicles without the assistance of a designated signal person.
- The Company mandates that all dump trucks and mobile equipment entering or operating on company sites must be equipped with an audible automatic back-up alarm that signals when the truck or mobile equipment is being operated in reverse.
- The Company will **NOT** accept, tolerate or condone any breach of any statutory requirements of the Company's Mobile Equipment/Truck Safety Policy, Overhead Powerline Policy, the Alberta Occupational Health and Safety Act, Regulations and Code, and the Traffic Safety Act.



		Control number		DCC-E3-001		
		<input checked="" type="checkbox"/> Classification - Policy	Pertains to :			E
Subject Safe Working Procedures – Overhead Power Lines for all personnel including Subcontractors, Trucking Companies, Cranes, Boom Trucks, Pump Trucks & other hoisting activities		<input checked="" type="checkbox"/> - Procedure	No	No	Yes	
		- Work instruction	HAC number			
		- Form	N/A			
		- Other (describe):				
Revision number 6	Date of Review / Revision February 18, 2016		Date of 1 st issue August 30, 2005			
Originating department Safety	Prepared by Scott Winger	Approved by Jim LaFontaine				
	Title Health Safety Environment Coordinator	Title Health & Safety Manager				
Distribution Dufferin Construction Company						

1.0 Purpose:

To provide a uniform company wide policy and procedure for safe work in the vicinity of overhead power wires and ground neutral wires.

2.0 Relevant Legislation:

The intent of this policy and procedure is to assist staff in meeting the requirements of Part 17 of the Alberta Occupational Health and Safety Code.

3.0 Scope:

This policy and procedure will apply if a dump truck, crane, hoisting device, backhoe, power shovel or other vehicle or equipment is operated near an energized overhead electrical conductor and if it is possible for a part of the equipment or its load to encroach upon the minimum distance permitted under the Code, or when the hoisting device is positioned closer than the length of the boom to an energized overhead electrical conductor.



4.0 Procedure:

1. A signal person shall be appointed on all projects. This signal person must perform only the task of signaling when in proximity to overhead powerlines. There will be no exceptions.
2. All sites shall be assessed to determine to the associated risk and location of overhead wires that may pose a threat to normal day to day construction activities. This assessment shall occur with the site supervisor and appointed signal person.
3. Prior to beginning any work, Supervisors or designate, at the project, yard or plant must determine the nominal phase-to-phase voltage rating of all overhead wires that may pose a threat to the work activity to determine the safe proximity distance specified in Schedule 4.
4. Legible, double sided signs, distributed by the Oakville Shop, shall be posted conspicuously on the construction site, yard or plant location, warning of the danger due to overhead wires. These signs must be attached to power poles or be free standing directly under the overhead power line.
5. Signs in the form of Oakville Shop approved stickers or those that are attached by equipment manufacturers shall be posted at the operator's station, warning all operators of potential overhead electrical hazards.
6. Signal persons shall be in place at all times when working in the proximity of overhead wires warning the operator each time any part of the equipment or its load may approach the minimum distance.
7. The signal person employed shall be;
 - Trained, knowledgeable of the hazards and experienced to perform the work;
 - In full view of the operator at all times.
 - Perform one task and one task only.
 - Communicate with all operators and advise that they are the designated signal person.
 - Give clear and concise instructions and signals when approaching overhead wires.
 - Ensure that the minimum distance to overhead wires is maintained at all times in accordance with Part 17 and Schedule 4 which states;



“an employer must ensure that the safe limit of approach distance, as established in subsection (1), is maintained and that no work is done and no equipment is operated at distances less than the established safe limit or approach distance.”

Schedule 4

COLUMN 1 Operating voltage between conductors of overhead power line	COLUMN 2 Safe limit of approach distance for persons and equipment
0-750 volts Insulated or polyethylene covered conductors (1)	300 millimetres
0-750 volts Bare, uninsulated	1.0 metre
Above 750 volts Insulated conductors (1)(2)	1.0 metre
750 volts – 40 kilovolts	3.0 metres
69 kilovolts, 72 kilovolts	3.5 metres
138 kilovolts, 144 kilovolts	4.0 metres
230 kilovolts, 260 kilovolts	5.0 metres
500 kilovolts	7.0 metres

Notes:

- (1) Conductors must be insulated or covered throughout their entire length to comply with this group.
- (2) Conductors must be manufactured to rated and tested insulation levels.

8. If at any time the signal person is unsure of the requirements when working in proximity to overhead wires, all activities must immediately stop.



5.0 Responsibility

1. Project Superintendents and site supervisors must appoint a designated signal person who performs one task and one task only when in proximity to the minimum distance of overhead powerlines as stated in the table above. This signal person is solely responsible for the safe maneuvering and movement of equipment around or under overhead powerlines.
2. Project Superintendents and site supervisors are responsible for assessing all projects, yards and plant locations for overhead power lines and the implementation of this policy and safe work procedure. Project superintendents and site supervisors must ensure the strict adherence to this policy.
3. Project Superintendents must ensure signal persons are competent and personnel have received adequate hazard awareness training relating to overhead power lines.

6.0 Health & Safety Department Personnel shall:

1. Ensure this policy and procedure is implemented at all construction projects and distributed to all employers working for the Company. Audits of the safe work procedure will be completed during regular site visits and informal / formal assessments.
2. Provide necessary formal training programs to all personnel working in proximity to overhead electrical hazards
3. Ensure relevant regular tailgate training meetings are held highlighting the requirements of the OHS Code relating to energized overhead electrical conductors.



OVERHEAD POWERLINES - POLICY & PROCEDURES Conformation of Compliance

Name of Employer or Independent Operator: _____

Address: _____

City: _____ Province: _____

Postal Code: _____

Telephone No: _____ Fax No: _____

I acknowledge that I have received a copy of the Company's OVERHEAD POWERLINES - POLICY & PROCEDURES and have discussed this policy and procedure with all staff.

Date

Authorizing Name (printed)

Signature

**Please forward completed forms to:
Purchasing Department
Dufferin Construction Company
585 Michigan Drive, Unit 1, Oakville, Ontario, L6L 0G1 or Fax 905-842-9278
or email dcccompliance@ca.crh.com**

