GENERAL
SAFETY, HEALTH AND SECURITY RULES
FOR
SUBCONTRACTOR ON-SITE SERVICES

CH2M HILL BWXT West Valley, LLC (CHBWV)
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GENERAL SAFETY PROVISIONS

1.0 INTEGRATED SAFETY MANAGEMENT REQUIREMENTS

1.1 Safety Responsibility

In performing work under this contract, the subcontractor shall perform work safely, in a manner that ensures adequate protection of employees, the public, and the environment. The subcontractor is accountable for the safe performance of work under this subcontract and shall exercise a degree of care commensurate with the work and the associated hazards. Specifically, the subcontractor shall, in the performance of work, ensure that:

1.1.1 All subcontractor employees physically performing work, as well as those who supervise these personnel, are held responsible for their safety, as well as the safety of the public and environment. Personnel shall follow all safety requirements specified in this contract or through procedures, permits, and other hazard controls implemented as a result of this contract.

1.1.2 Clear lines of authority and responsibility between the contractor (CHBWV) and subcontractor (including safety and health personnel) shall be maintained. Refer to CHBWV Form WV-0175, Integrated Safety Management Requirements for Subcontractors, for the WVDP assigned personnel contact information and training requirements. In addition, specific direction relative to the safe performance of work may be provided by CHBWV Environmental, Safety and Health, and/or Radiological Controls personnel.

1.1.3 Subcontractor personnel shall have the technical experience, knowledge, skills, and abilities that are necessary to safely discharge their responsibilities in accordance with this contract.

1.1.4 Documentation of all training equivalencies must be submitted to CHBWV via Approval Request. All equivalencies related to medical testing shall be submitted directly to the CHBWV Health Services Office.

1.1.5 Cost and schedule shall not compromise the safe conduct of work. The subcontractor shall promptly evaluate and resolve any noncompliance with applicable purchase order and safety requirements (as defined in this specification). If the subcontractor fails to provide resolution or if, at any time, its acts or failure to act causes substantial harm or an imminent danger to the environment or health and safety of employees or the public, the CHBWV buyer or other CHBWV personnel may issue an order stopping work in whole or in part. The subcontractor is responsible for compliance with the safety requirements applicable to this purchase order regardless of the performer of the work.

1.2 Hazards Identification

Before physical work is performed, the associated hazards shall be evaluated and an agreed-upon (CHBWV and subcontractor) set of safety requirements and hazard controls established. If the subcontractor does not have a CHBWV-approved hazard analysis process, then the CHBWV process as described in policy WV-921, Hazards Identification and Analysis shall be utilized by CHBWV personnel in conjunction with subcontractor personnel. CHBWV Work Permits shall be utilized by the subcontractor to address specific controls for identified hazards.
1.3 **Work Controls**

Administrative and engineering controls tailored to prevent and mitigate hazards identified through paragraph 1.2 above shall focus on the reduction or elimination of the hazards and to prevent accidents and unplanned releases and exposures.

Prior to the physical performance of work, the conditions and requirements to be satisfied for performing such work shall be agreed upon jointly by CHBWV and the subcontractor.

1.3.1 As a minimum, a walk-down of the job by the CHBWV Project Manager, a Subcontract Technical Representative (STR) for field work, cognizant engineer, subcontractor superintendent, Radiological Controls (RC), and other relevant disciplines and pre-job briefings shall be conducted prior to work activities to assure that subcontractor personnel clearly understand their respective roles and responsibilities, that the designated hazard controls (engineered and/or administrative) are in place, and to ensure that all employees understand the potential hazards and the required protective measures.

1.3.2 The STR, with IH&S assistance, as appropriate, shall prepare an Industrial Work Permit for the on-site vendor or subcontracted service per WVDP-011, WVDP Industrial Hygiene and Safety Manual.

1.3.3 During periods of construction (i.e., excluding weekends, weather delays, or other periods of work inactivity), the construction subcontractor MUST have a designated representative on the construction worksite who is knowledgeable of the project’s hazards and has full authority to act on behalf of the construction subcontractor. The subcontractor’s designated representative MUST make frequent and regular inspections of the construction worksite to identify and correct any instances of noncompliance with project safety and health requirements in accordance with a CHBWV approved Quality Assurance Program.

2.0 **SAFETY MANAGEMENT SYSTEM (SMS)**

2.1 **Subcontractor SMS**

It is highly recommended that subcontractors work to the CHBWV safety plan. However, the subcontractor may choose to provide its own safety program for review and approval via Approval Request. CHBWV and DOE approval of the subcontractor safety plan is required prior to start of work at the CHBWV site. This safety plan shall demonstrably illustrate how it satisfies the requirements of 48 CFR 970.5204-2, Integration of Environment, Safety, and 10 CFR 851, Worker Safety and Health Program.

2.2 **Integrating with the CHBWV SMS and QA Program**

The subcontractor shall manage and perform physical work per this purchase order in accordance with the following processes:

2.1.1 All work shall be adequately defined such that it can be safely performed. Specific objectives for completing the work shall be established and resources allocated. The subcontractor shall submit all work procedures to CHBWV for formal review and approval via Approval Request. CHBWV and DOE approval of the subcontractor quality plan is required prior to the physical performance of work. Work documents for activities that affect Quality shall be approved in accordance with a CHBWV QA program.

2.1.2 Hazards associated with the defined work shall be determined consistent with paragraph 1.2 above. No work shall be performed without an adequate level of hazard analysis.

2.1.3 Following the evaluation of hazards (paragraphs 1.2 and 2.1.2.), appropriate controls shall be implemented. These controls include any specific controls identified as a result of evaluation of specific work tasks. These controls also include the basic controls identified in paragraph 3, and any other controls specified in documents of this purchase order.
2.1.4 Subcontractor personnel shall follow all procedures and work instructions as written, and implement all hazard controls as specified through these work documents and/or Industrial Work Permits and/or Radiological Work Permits. Subcontractor employees shall inform CHBWV of any safety issues which occur during the performance of work per this specification.

2.1.5 All property damage caused by an accident shall be reported to the CHBWV STR who shall convey the information to the Plant Systems Operations Supervisor (PSOS), Security and appropriate management.

2.1.6 Upon work completion, the subcontractor shall inform the STR of any issues or areas for improvement relative to the hazard controls applied to the work.

3.0 BASIC CONTROLS

3.1 Industrial Safety

3.1.1 Any unsatisfactory condition(s) shall be reported to the CHBWV STR, corrective action taken immediately, and documented on a daily safety inspection form.

3.1.2 All work areas, means of egress, and emergency exits are to be maintained free from accumulation of rubbish or debris. Blocking of emergency exits will not be allowed prior to approval of an alternate emergency egress plan, submitted via Approval Request. Subcontractors shall conduct daily safety checks of areas where their employees are working.

3.1.3 The subcontractor will submit a list of any major equipment to be brought on site complete with manufacturer data and serial number via Approval Request. This equipment must be properly serviced, maintained, and in safe operating condition and is subject to a site inspection by safety personnel.

3.1.4 Use of asbestos and lead are prohibited. Burning, welding, and grinding in other than designated areas is prohibited.

3.1.5 All flammable liquid safety cans shall be equipped with a self-closing cap, automatic pressure relief, and flame arrester. Safety cans shall be constructed of metal and properly labeled. The capacity of the safety cans shall not exceed 5 gallons. All safety cans shall have a UL-Listed, FM approved or OSHA-compliant label.

3.1.6 All electrical work performed shall be in compliance with OSHA, Subpart L, NFPA 70E, and local requirements established in WVDP-011, WVDP Industrial Hygiene and Safety Manual and SOP 00-11, Troubleshooting and Maintenance of Electrical Equipment.

3.1.7 Minimum required body protection shall be worn by personnel at the WVDP Site excluding the Ashford Office Complex (AOC).

Minimum required body protection consists of:

A. Shirt with sleeves of 4” or greater.

B. Long pants.

C. Sturdy work shoes with following attributes:
   1. Appropriate tread for walking conditions
   2. Closed toe, top, sides, and heel.
   3. Heels no greater than 2” high.

D. Yellow high visibility safety vest or equivalent.

3.1.8 Additional PPE requirements will be dictated by the appropriate controls identified in work/hazard control documents, postings, Work Permits, Job Safety Analyses, and other documents.
3.2 Radiological Safety

NOTE: Radiological Controls requires 24 hours advanced notice in order to survey equipment that may have previously been used in a radiological area for release from the site.

3.2.1 Prior to bringing equipment into radiological buffer zones, all packing and excess materials shall be removed from equipment whenever practical to minimize volume of waste to be surveyed upon removal from the building.

3.2.2 A Radiological Work Permit (RWP) must be obtained prior to performing any work in radiological controlled areas or disturbing any soil. A weekly look ahead schedule is to be submitted to the STR for the Plan of the Week (POW) meeting.

3.3 Environmental Safety

3.3.1 Whenever possible, non-ozone depleting substances should be used. These substances include degreasing agents used during welding procedures. Class I and II ozone depleting substances may be used with restrictions. The subcontractor shall submit for approval, via Approval Request, the use of Class I or II ozone depleting substances when substitutes are not available.

3.3.2 The subcontractor shall provide to CHBWV, via Approval Request, a list of all required materials that could be considered hazardous materials, or are addressed by the U.S. Department of Transportation (DOT) and/or Superfund Amendments and Reauthorization Act of 1986 (SARA Title III), 40 CFR 261, and 6NYCRR 371, prior to delivery to the CHBWV job site. This list shall include, but not be limited to, quantities, site delivery schedule, a storage plan, and empty container/waste disposal plans. Safety Data Sheet (SDS) forms for all items shall also be submitted via Approval Request. All SDS’ submitted shall be the latest issue. If the SDS revision date is over three years old the subcontractor shall provide certification from the manufacturer that the SDS is the latest revision.

3.3.3 The subcontractor shall ensure that all hazardous materials brought on site are either: 1) stored in accordance with approved procedures and removed from the site upon completion of the work or termination of the purchase order; 2) totally consumed; or 3) removed from the site by the end of the work day.

3.3.4 Hazardous materials/wastes are prohibited from disposal in the CHBWV trash containers, dumpsters, or roll offs. Subcontractors generating hazardous wastes on-site must manage the waste in accordance with applicable CHBWV procedures and are not permitted to transport hazardous wastes off site. The responsible STR must be notified of hazardous waste generation activities. CHBWV shall direct the disposition of hazardous wastes generated at the site. All wastes will be monitored by CHBWV Radiological Controls personnel prior to the removal of any waste from a radiological controlled area. Disposal of combustible materials by burning is strictly prohibited.

3.3.5 Placement of any liquid or liquid containing wastes in the CHBWV dumpsters, to the ground, storm sewers, ditches, to the site treatment facilities, otherwise disposing of liquids is prohibited unless authorized otherwise.

3.3.6 If any asbestos bearing material is found in performance of this purchase order, the STR shall be contacted before proceeding. CHBWV will remove all asbestos. All unlabeled pipe insulation shall be assumed to contain asbestos.

3.3.7 The use of mercury on site shall be limited when a suitable substitute can be used; for example a spirit filled psychrometer. The subcontractor shall submit for approval, via Approval Request, prior to using any equipment that contains or uses mercury.

3.3.8 Subcontractors shall take all possible precautions to minimize the amount of any wastes generated including utilizing the least hazardous materials, taking appropriate preventative measures to prevent spills and releases.
3.3.9 Spill response supplies shall be located in the vicinity of the work area for immediate accessibility.

3.3.10 Responsibility for the cleanup of any hazardous materials/wastes, caused by the subcontractor’s failure to comply with the specified requirements, may be borne by the subcontractor.

4.0 SITE SAFETY

4.1 Picture Badges

4.1.1 Site Specific Picture Badges are required for any individual anticipated to be at the WVDP site more than eighty (80) hours in any one (1) year period.

4.1.2 A Homeland Security Presidential Directive #12 (HSPD-12) credential is required for any individual anticipated to be at the WVDP site for more than six (6) months in a lifetime. An HSPD-12 requires the submittal of Standard Form 85 (SF-85) by the US Office of Personnel Management, in conjunction with the DOE. Any individual found unsuitable for issuance of an HSPD-12 credential will be denied access to all WVDP facilities.

4.1.3 All workers/subcontractors must be escorted by picture-badged personnel at the WVDP unless they receive General Employee Training.

4.1.4 Upon termination or the last day of employment, subcontractor personnel are required to complete and submit the WV-4404, Subcontract Personnel Separation Clearance Form to the Security Department upon exiting the site.

4.1.5 All Seller personnel without picture badges must sign a visitor control register upon entering the WVDP.

4.2 Package and Personnel Control

4.2.1 All subcontractor personnel will be subject to search upon entering and exiting the security area and are subject to search upon exiting the limited area. This search is performed for prohibited articles and government property. Contraband or prohibited articles at the WVDP are as follows:

1. Firearms, other dangerous or deadly weapons, explosives, incendiary and explosive devices;
2. Privately owned recording equipment (audio, video, optical, or data);
3. Privately owned electronic equipment with a data exchange port capable of being connected to automated information system equipment;
4. Privately owned computers and associated media;
5. Radioactive devices;
6. Controlled substances including illegal drugs and associated paraphernalia (less prescription medicine); and
7. Other items prohibited by law.

Subcontractors whose personnel are found in possession of any of the above items will be requested by CHBWV to take disciplinary action.

4.3 Vehicles

4.3.1 Vehicles are not permitted into the WVDP Site for personal use. Automobiles are prohibited unless specific CHBWV approval is obtained.

4.3.2 Vehicles will be searched upon entering the security area. A vehicle search is completed in approximately five to ten minutes; however, longer delays may be experienced if other vehicles are waiting to be searched. Vehicles are also subject to search upon exiting the limited area.

4.3.3 No vehicles, trailers, materials or equipment are to be located or stored within 10 feet of any permanent security fence. Prior approval by the CHBWV Security Department
is required in advance of placing anything in this zone.

4.3.4 Vehicle parking is available in the general parking area.

4.3.5 Vehicles will abide by all site traffic control posting.

4.3.6 All vehicles, one-half ton and larger shall be equipped with a functioning, audible backup alarm.

4.3.7 All occupants of vehicles shall wear seat belts/shoulder harnesses while the vehicle is in motion.

4.3.8 Cell phone use while operating a motor vehicle is prohibited, except as authorized by IS&HS as only means of communication during certain operations.

4.4 Wiretapping, Eavesdropping and Monitoring Devices

4.4.1 Wiretapping or eavesdropping devices are strictly prohibited on the WVDP site. The subcontractor is required to instruct all personnel to report the discovery of any such devices through their supervisor to the CHBWV Security Manager. In the case of discovery, the devices are not to be removed, disconnected or tampered with until properly authorized by the CHBWV Security Manager.

4.4.2 The use of portable radios for two-way communication must be approved by the CHBWV Security Manager prior to use on the WVDP site. Radio frequencies and the number of portable units used by the subcontractor will be provided to CHBWV.

4.5 Visitors and Vendors

4.5.1 Visitors and vendors are given "What do site visitors need to know?" badges with safety information and important telephone extensions.

5.0 MEDICAL PROGRAM

5.1 Medical Clearance Requirements for Subcontractors

A. It is the Subcontractor's and STR's responsibility to determine what specific physical/chemical/environmental exposures may be associated with the performance of the purchase order (i.e., heat stress, cold stress, noise, working with fall protection, hoisting/rigging, heavy equipment, use of respirator, chemicals, lead, working in confined spaces, etc.). The Subcontractor can then determine if their employees will need a physical examination or a "Health Assessment". Medical documentation is required if the Subcontractor is to be on-site for more than 40 hours a year or requests a picture badge (so that no escort is required) per WVDP-026, "Occupational Health Manual."

B. CHBWV does not provide physical examinations for Subcontractor personnel. CHBWV has developed a "Dear Physician" cover letter and "Physician's Report of Employee's Capabilities" (Form WV-1407), for Subcontractors to use as a guide for meeting the medical documentation requirements. Alternately, CHBWV will accept current medical documentation from the Subcontractor’s medical representative as long as this documentation references the Code of Federal Regulation, OSHA, ANSI or other standard for which the medical examination was performed (i.e., asbestos, hearing protection, respirator use, lead, hazardous chemicals, vision examination for weld inspectors, etc.).

C. CHBWV licensed medical provider personnel may conduct a Health Assessment for remaining Subcontractors who need a picture badge and their work activities do not require a more comprehensive examination. The Health Assessment involves a simple review of the person's self-reported current medical status, health history, as well as a blood pressure, pulse, conversational hearing and weight check. The Health Assessment is generally
performed as part of General Employee Training (GET), but can be scheduled independently of GET by calling (716) 942-4630.

D. CHBWV's licensed medical provider will notify the CHBWV STR of employee physical/psychological limitations (i.e., no lifting greater than 40 pounds, or no work in confined space, etc.).

5.2 Injuries and Illnesses

A. Any subcontractor who becomes injured or ill while working on-site must immediately notify his/her supervisor and report to the CHBWV Health Services office. If the injury occurs in a radiologically controlled area, Radiological Controls must be notified immediately at Ext. 4231.

B. If a serious injury has occurred, the "All Page" system shall be activated by dialing "812" and announce the type or nature of the medical emergency and location.

C. Licensed medical provider will administer first aid and/or refer the subcontractor to his/her personal physician or another appropriate care facility, as indicated by the nature of the illness or injury. If referral is made on any off shift because of a work related injury or illness, the PSOS must be notified.

D. CHBWV will request ambulance services if emergency transportation is required. This also includes notification of proper authorities regarding the incident. For a non-emergency situation, subcontractors shall provide the transportation.

E. A WV-4208, Occupational Injury and Illness Record form will be initiated on all reportable incidents by IS&HS personnel during normal working hours. On off-shift, it is the responsibility of the PSOS to initiate the form.

F. If the physician prohibits the subcontractor from returning to work immediately, the subcontractor must report this to the CHBWV licensed medical provider within one work day by calling 942-4630. The subcontractor upon returning to work must report to the CHBWV licensed medical provider with the following documentation from their personal physician:

1. Diagnosis of injury/illness.
2. Date first seen by their personal physician.
3. Date the subcontractor may return to work.
4. Any work restrictions issued and length of time of restriction.

G. In some situations which will be determined by the CHBWV licensed medical provider, the subcontractor may be required to be seen by the CHBWV Occupational Health Physician for a second opinion.

H. CHBWV’s licensed medical provider will issue a Subcontractor Return to Work Release Form which provides a summary of the employee's ability to return to work based upon the physician's report. It is the subcontractor's responsibility to determine if work is available, based upon any limitation identified by the physician's report. Copies of the clearance will be given to the subcontractor's supervisor, the CHBWV STR, the IS&HS Department and the Procurement Department as needed. (See Form WV-4253, CHBWV Physician’s Statement.)

I. If the subcontractor's employee is unable to return to work, the CHBWV licensed medical provider will notify the CHBWV Procurement Department, subcontractor’s supervisor, CHBWV Supervisor, and CHBWV IS&HS Department. Additionally, the CHBWV Supervisor shall be kept updated on the disposition of employees who are unable to return to work due to an occupational injury or illness.
J. Fitness for Duty Assessment (FFDA): A FFDA may be requested by a supervisor, the licensed medical provider, Safety or Human Resources any time a worker at the WVDP exhibits unusual behavior or speech, or in response to an investigation of an accident or near-accident. This assessment may be done at CHBWV or other health care facility. The CHBWV Procurement Manager shall have the final determination on a subcontractor's return to work if there is a question regarding the outcome of a subcontractor's FFDA.

K. An injury or illness (by the subcontractor) may require, as determined by CHBWV management, that an accident investigation be conducted. The subcontractor will be required to participate in the investigation to insure that the facts are clearly identified and corrective actions taken will prevent reoccurrence of the injury or illness.

L. The subcontractor shall be responsible for documenting all injuries and/or illnesses involving their employees on their OSHA 300 log.

6.0 SUBSTANCE ABUSE PREVENTION POLICY

Subcontractors and all lower tier subcontractors that require a CHBWV Picture Badge (i.e., anticipated to be at the WVDP site for more than eighty (80) hours in any one (1) year period, shall have an approved Drug Testing Program in accordance with 10 CFR Part 707 or shall be required to comply with the current CHBWV Drug Testing requirements contained in WV-556, CHBWV Workplace Substance Abuse Prevention Policy.

7.0 WORKER SAFETY AND HEALTH PROGRAM (CIVIL PENALTIES UNDER 10 CFR 851)

Section 3173 of Public Law 107-314, Bob Stump National Defense Authorization Act for Fiscal Year 2003 amends the Atomic Energy Act (AEA) by adding Section 234C, Worker Health, and Safety Rules for Department of Energy Nuclear Facilities. The Department of Energy has promulgated Procedural Rules (10 CFR 851), Worker Safety and Health Program, to comply with Section 234C. These rules govern the conduct of contractor activities at DOE sites. Violation of the applicable rules will provide a basis for the assessment of civil penalties under the CFR ruling on contractors (and their subcontractors and suppliers) that are indemnified by the Price Anderson Amendments Act, 42 U.S.C. 2210(d). Title 10 CFR 851 sets forth the procedures DOE will use in exercising its enforcement authority, including the issuance of “Notices of Violation” and the resolution of an administrative appeal in the event CHBWV or the subcontractor elects to petition the Office of Hearings and Appeals for review.

This Order is subject to the requirements of 10 CFR 851 if under its terms, the supplier is required to perform work on the CHBWV Site. Reference DEAR 970.5223-1 titled “Integration of Environment, Safety and Health Into Work Planning and Execution” invoked elsewhere in these General Provisions.

Severity of Violations. DOE may assess civil penalties of up to $97,000 per violation per day. If any violation is a continuing violation, each day of the violation shall constitute a separate violation for the purpose of computing the civil penalty.

1. A Severity Level I violation is a serious violation. A serious violation shall be deemed to exist in a place of employment if there is a potential that death or serious physical harm could result from a condition which exists, or from one or more practices, means, methods, operations, or processes which have been adopted or are in use, in such place of employment. A Severity Level I violation would be subject to a base civil penalty of up to 100% of the maximum base civil penalty of $99,000.

2. A Severity Level II violation is an other-than-serious violation. An other-than serious violation occurs where the most serious injury or illness that would potentially result from a hazardous condition cannot reasonably be predicted to cause death or serious physical harm to employees but does have a direct relationship to their safety and health. A Severity Level II violation would be subject to a base civil penalty up to 50% of the maximum base civil penalty ($49,500).
Indemnification of CHBWV. To the extent permitted by law, the Supplier assumes full responsibility and shall indemnify, save harmless, and defend CHBWV and its principal subcontractors, their agents, officers, employees, and directors from any civil liability under Section 234C of the Act or the implementing regulations at 10 CFR Sections 851, arising out of the activities of the Supplier, its lower-tier subcontractors, suppliers, agents, employees, officers, or directors. The Supplier’s obligation to indemnify and hold harmless shall expressly include attorney’s fees and other reasonable costs of defending any action or proceeding instituted under Sections 234C of the Act or the implementing regulations at 10 CFR Section 851. A copy of the implementing regulations of 10 CFR Section 851, will be made available to the Supplier upon request.

8.0 REFERENCE DOCUMENTS

SOP 00-11, Troubleshooting and Maintenance of Electrical Equipment
WV-921, Hazards Identification and Analysis
WV-556, CHBWV Workplace Substance Abuse Prevention Policy
WVDP-011, WVDP Industrial Hygiene and Safety Manual
WVDP-026, Occupational Health Manual